

Michael Rupeika

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OBJECTIVE: To be employed as an IT Technician.

PROFILE: A creative problem solver who is looking to grow intellectually through constant learning and hard work
Knowledge in Microsoft Outlook, Word, and Excel
Excellent written and verbal communication skills
Proficiency in Wells Fargo CEO and Key Capture online banking software

EDUCATION:

Walden University, Fountain Valley, CA
Masters of Forensic Psychology, (2022)

University of Washington, Seattle, WA
Bachelor of Science in **Economics**, (June 2009)
Bachelor of Arts in **Drama**, (June 2009)

Tacoma Community College, (2017- 2017) Tacoma, WA
Cybersecurity and Networking(2013-2016)

EXPERIENCE:

Bowling Mechanic, January 2018 - 2019
Narrows Plaza Bowling Alley, Tacoma, Wa
Fixing and maintaining bowling equipment(Brunswick based machines)

Bowling Mechanic, December 2017 - 2018
The Garage Bowling Alley, Seattle, Wa
Fixing and maintaining bowling equipment(AMF based machines)

Security, July 2017 - 2018
The Garage Bowling Alley, Seattle, Wa
Checking customer identification and maintaining a safe environment

Cleaner and demolition cleanup, June 2009 -February 2015
Final Touch Cleaning Services, Seattle, WA
Housekeeping and deep commercial cleaning services throughout the Seattle area

ESL Tutor, September 2012- May 2013
APLUS International Tutoring Company
Assisting Japanese students in English conversation, U.S. culture, and writing
Provide daily support with english papers, math, and economics studies

Cash Coordinator(IT), July 2010- July 2012
Emeritus Corporation, Seattle, WA
Facilitating the flow of cash and check deposits for over 480 assisted-living facilities nationwide; ensuring Business Office Directors and Executive Directors are completing electronic deposits daily and accurately while providing superior customer service Diagnosing and repairing IT issues associated with banking software to ensure proper computer and check scanner connection
Contributed to the Sunwest acquisition by installing banking software and creating sub-accounts for 160 assisted-living facilities
Downloading prior day bank reports from all banks
Verify checks cleared and initiated stop payments for A/P and Payroll departments
Reinforce Company Brand Promise; "Our Family is Committed to Yours" by creating a customer experience of the highest quality

Enumerator, April-July, 2010
U.S. Census Bureau, Tacoma, WA
Duties include listing and locating households; obtaining statistical information by conducting interviews with respondents
Responsible for accurate and complete confidential assignments

Intern, June- July, 2008

Election Campaign Office, Seattle, WA
Planned, Prepared and conducting activities for the Equal Rights Campaign
Assist with contacting liaisons and campaign coordinators to ensure campaign success

Student Assistant, September, 2006- June, 2007

UW Registrar's Office, Seattle, WA
Filed confidential transcripts & degree progress applications
Answered questions requested by students and mailed transcripts in timely manner

Elected as member of Executive Committee/House-Manager, January-December, 2005

Delta Tau Delta, Seattle, WA
Granted management authority over a \$2.2 Million investment property
Divided responsibilities among house members for weekly maintenance

LEADERSHIP:

Volunteering with Morgan's YMCA as a Chess & Games Coach, 2018
Volunteering member toward Habitat for Humanity, 2010
Raised over \$50,000 toward Fred Hutchinson Cancer Research Philanthropy, 2004-2006
Elected as a student representative toward the University of Washington, 2005
Elected House Manager of Delta Tau Delta Fraternity, 2005
Elected Pledge Class President of Delta Tau Delta Fraternity, 2004

ACHIEVEMENTS:

1st Place State Chess Tournament, 2004
2nd Place National Chess Tournament, 2003
Black Belt in Mixed Martial Arts, Lenderman Academy, 2004
\$25,000 Bill Gates Achiever's Scholarship, 2003