**Alena Dunn**

Cell: (425) 244-3871| alena26@comcast.net

**Bio**

I am knowledgeable in Information Technology and always willing to learn new techniques and skills. I am a driven, self-motivated and a hard worker. My goal is to obtain a position in a company where there is a great atmosphere, room to advance, and where I can achieve a high level of excellence at the work I am given.

**Skills & Abilities**

* Microsoft Office
* Critical Thinking
* Windows 10, 8, and 7
* Linux
* Cisco Networking
* Organizaiton
* Interpersonal Communication
* C++ Knowledge
* Active Directory
* Research

**Education**

| September 2018-August 2020 | ATA Information Technology, Cert in Computer Support Specialist, System Administrator, Network Administrator, Everett Community College |
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| December 2018 | High School Diploma, Everett, Everett Community College |

**Experience**

| October 2018-  March 2020 | IT INSTRUCTION/CLASS SUPPORT1, Everett Community College   * I managed the networking lab and helped students with IT homework. I also fix and troubleshoot laptops, routers, switches and reset student passwords using Active Directory. |
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**Certifications**

CompTIA A+

**MTA Certifications:** Security Fundamentals, Windows Operating System Fundamentals, Networking Fundamentals, Server Fundamentals