Edson Cruz-Moreno

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**Skills:**   
• Skilled in operating computers and mobile devices.   
• Solid understanding of the fundamentals of hardware, software, and various applications.  
• Able to communicate in English and Spanish fluently.  
• Great at paying attention to details and keeping organized.   
• Ability to think critically in a professional environment.  
• Customer service oriented. Able to professionally communicate with various people.

**Certifications:**  ***CompTIA A+ 220-1001 & 220-1002 Certifications***  
 ***Microsoft Networking Fundamentals MTA Certification***

**Education:**2009 – 2013: Graduate of Marysville Getchell High School; Marysville, WA  
Grades: 9th – 12th

2017 – Present: Everett Community College; Everett, WA  
 I am pursing my ATA degree in the field of Information Technology.

**IT Experience:** I have been working with computers and technology for several years. Previously, in my spare time I would assist my friends and family members with their computer issues such as virus removal, hardware & software upgrades, network setups & configurations, and any other technical issues they might encounter with their home computers or networks. While continuing my education I have gained more experience with virtualization, more in-depth networking experience, and a good foundation in understanding the fundamentals in the field of IT.

**Work Experience:**

2018-2020 ***The Boeing Company***

* **Materials Management Specialist** – During my time at The Boeing Company, I worked as a materials management specialist. My main duties were to order and maintain inventory of necessary parts for assemblers and mechanics. The tools I used to accomplish my duties were my laptop which ran Windows 10 Enterprise. I worked Microsoft Office, Outlook, and special ERP proprietary software for ordering and tracking inventory of parts. Regular auditing of parts and workstations were also a necessary task to comply by FAA rules and regulations. Customer service and communication skills were also necessary as I had to communicate with management and mechanics on a regular basis.

2018 ***Dell (Everett Boeing Campus)***

* **Desktop Service Technician** – I previously worked on site at the Everett Boeing campus as a desktop service technician for Dell, contracted by Boeing. My main duties included desktop troubleshooting services, hardware upgrades, desktop refreshes, and relocation services all over the Everett campus for any equipment that is owned by Dell and leased by Boeing. New and old equipment was tracked via ticket orders that were documented for any legacy equipment that was to be replaced. Excellent customer service was an essential quality for my position being in a business environment. I performed my duties working with Boeing employees in a timely and professional manner.

2014 – 2018 ***AMT Senior Aerospace***

* **Preventative Maintenance Lead** – I am the former lead of the PM crew at AMT. I ensured proper procedures were taken during our scheduled maintenance tasks. Duties included, but not limited to lockout-tag out procedures, proper communication with production management when shutting down & turning over machines, completing work orders after handing machines back to production, along with various other tasks.
* **Preventative Maintenance Crew** – I performed preventative maintenance on our 3-axis & 5-axis CNC Machines. Brief tasks involved close inspection on internal components of machines along with various types of repairs when necessary. Types of repairs included replacing faulty gauges, cabling, worn out hoses, assuring proper oil levels were filled to OEM specifications, and other various tasks. Various tools such as Allen wrenches, screwdrivers, JS screwdrivers, ratchets, pipe wrenches, hammers, mallets, electric and manual pallet jacks, crescent wrenches, nail guns, knives, and saws were used on a regular basis. Proper disposal of hazardous waste and materials were an essential duty to follow the rules and guidelines of ISO 14001.

2014 ***Stoddard International***

* **Assembly Technician** – I worked with fiberglass composite panels, ensuring aluminum inserts were flush and finished with the use of aerospace grade adhesives and cleaning with proper solvents. Performed the tasks to the exact specifications of diagrams that I was instructed to follow. Work orders were to be completed by verification of employee initials and stamp. Listing of all materials used to complete the assembly was completed as well.
* **Press Machinist –** I assembled pre-preg fiber glass and honeycomb core to form composites together. I ensured the parts were heated in fiberglass autoclaves for the appropriate time that was designated. After the complete curing of the fiberglass composite, work orders were to be completed verifying the asset tags of all the materials that were used in the creation process.
* **Kit-Cut Machinist –** Duties were to measure proper material to be cut to exact specifications and operate the kit-cut machine to ensure minimal scrap and proper disposal of waste. The kit-cut machine was operated with the use of Windows XP operating system and a series of programs that initiated the cutting process. This was the first step in the creation process of assembling together the fiber glass composites.

2013-2014 ***Production Plating Inc.***

* **Powder Coating Lineman** – My main duties as a powder coating lineman were to hang the metal material that needed to be powder coated on a conveyor line with the use of steel hooks. The conveyor pulled the material to be powder coated into the painting booths and the conveyor would then go into a large oven where the powder would melt onto the metal material. The use of manual pallet jacks was used to haul material around the factory. Lifting material weighing up to 80lbs was done on a regular basis.