**Jia Yang**

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**Objective:** Here to obtain a position at a company that can utilize my skills to help grow the company

**Education**

**B.S., Industrial Technology**

**Concentration in Computer Electronics and Networking Technology**

**Minor: Business Management**

San Jose State University, San Jose, CA

**Technical Skills:**

* Windows Server Administration; Install and connect clients and servers together as well as configuring policies for individual uses. Assigning users through Active Directory as well as giving permissions for different files and drives
* VOIP administration
* Windows 10 and Windows 7 navigation and troubleshoot
* Microsoft Outlook
* Basic Linux Proficiency

**Certifications:** Comptia A+

**Work Experience:**

*Inventory Control, Supermicro, 980 Rock Ave, San Jose CA, 95131*  **10/2015 – 09/2016**

* Act as a liaison between production, sales, and warehouse team to process customer orders and make sure products are shipped corrected in a timely manner.
* Transfer products from warehouse to different departments using SAP and figure out transfer issues if occurred.
* Manage and enter data into SAP and Inventory Location when items are received
* Request products from other departments using SAP for order fulfillment
* Helped warehouse to receive and pick customer orders as well as packing for department transfers.

*IT Specialist, Vintners Distributors, 41805 Albrae St, 94537* **09/2016 – 6/26/2020**

* Provide desktop and administrative support for different site locations as well as in house office support
* Research and implement new Business IT products and software
* Work with 3rd party IT group to help troubleshoot different company softwares.
* Assigning and providing administrative support for VOIP through the Digium server.
* Provide technical support for the company’s POS systems throughout our different store locations.
* Provide basic system admin services through window servers
* Set up and image new computers and administer them through different site locations
* Provide field service support to different site locations by troubleshooting networks and provide support for PCs, Scanner, POS systems, cameras, and different printers.

*Production Associate, Tesla, 45500 Fremont Blvd, Fremont CA. 94538*

**11/2020 - Present**

* Operate robotic system and manufacuring equipment construction and assembly of tesla vehicles.
* Do alignments and calibrations on car body such as doors, fenders, hoods, etc... with good precision and efficiency using hand tools.
* Help troubleshoot manufacturing line whenver process stops and fix bluetooth related issues.
* Offer support and flexibility to different departments when needed by supervisior whether it be performing caibrations, gather data, or help with processing.