**Evan W.S. Thornton**

*Computer & Retail Associate*

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*Message:* (316) 265-5211 ext. 208

401 S. Emporia, Wichita, KS 67202

**Profile Statement**

* Highly technical and capable individual with an aptitude for working with computers and electronics.
* Practices empathy when dealing with others such as the public and coworkers.
* Motivated and dedicated to learning new skills such as basic electrical work and computer repair.
* Willing to go above and beyond expectations to finish the task at hand.

**Skill Profile**

* Certiport IC3 Certification
* Microsoft Office
* Wire pulling
* Conduit installation
* Equipment and material handling
* Basic wiring safety
* HIPAA Compliance
* Customer service

**Relevant Experience**

*Electricians Helper* State of Kansas Ellsworth, KS May 2017 to Jan. 2018

* Assisted Electricians with daily duties in maintaining electrical systems throughout multiple buildings.
* Prepared materials and equipment for work orders by carrying to locations for further use.
* Followed basic instructions to pull wire and run conduit through specified areas.
* Learned to safely perform basic wiring duties with minimal supervision.

*CSR* General Dynamics IT Lawrence, KS Nov. 2015 to Mar. 2016

* Received inbound phone calls from clients requesting assistance with navigating the healthcare marketplace.
* Developed a comforting rapport with each client to ease them through the process of picking out health insurance.
* Followed all standard HIPAA guidelines to maintain client confidentiality.

**Additional Employment History**

* Crew Chipotle Lawrence, KS Jan. 2015 to Nov. 2015
* Car Hop Sonic Drive-in Eudora, KS Late 2014
* Banquet Server Holiday Inn Lawrence, KS 2012 to 2014

**Education**

* Certiport IC3 Certifcation *Barton Community College* December 2017