# MORGAN
# HUNTER

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## College Degrees

**Bachelor of Arts | California State University, East Bay (Hayward)**
September 2008 – March 2011

**Associate of Science (Computer Science) | College of San Mateo**
Expected Completion December 2020

## Training & Certifications

**Google IT Tech Support Professional Certificate | Coursera.org**
Completed January 2019

**Computers and Computer Applications | Mendocino College**
Completed May 2019

**Network + | Coastline Community College**
Completed August 2019

## Experience

**Staff Services Analyst | Lake County Behavioral Health**
JANUARY 2019 – PRESENT
- Systems Administrator for Behavioral Health Information Systems Database
- Created Lake County Continuum of Care and County website
- Implement new software to identify, track, and improve client outcomes

**Tech Support Specialist | Danielle Heitman, LMFT**
AS NEEDED BASIS
- Perform computer installation and software updates
- Investigate and resolve computer-related problems
- Troubleshoot personal computer hardware, software, and peripheral equipment problems

**Secretary II | Lake County Child Welfare Services**
MARCH 2018 – JANUARY 2019
- Audited Cal Credit Card statement and expenditures each month for accuracy and completeness.
- Created overtime and performance evaluation database
- Introduced changes to Lake County hotel rate policy

### Lottery Ticket Sales Specialist | California State Lottery
OCTOBER 2016 – OCTOBER 2017
- Analyzed sales trends and made recommendations to increase sales
- Determined appropriate levels of inventory at each retail establishment
- Hit all quarterly sales goals

### Special Services | California State Senate Sergeant-at-Arms
APRIL 2016 – SEPTEMBER 2016
- Answered phones and assisted walk-ins
- Provided transportation for California State Senators
- Coordinated office moves within the State Capitol

## Projects and Skills

- Networking concepts
- Unix/Linux & Windows
- Developed Lake County Continuum of Care Website – lakecoc.org
- Web Development, HTML, CSS, JavaScript, and Python