**Matthew A Smith**

[Smithma007@Gmail.com](mailto:Smithma007@Gmail.com)

360-594-7377

**Education**

Bellingham Technical College Computer Networking 2015-Present

Meridian High School College Preparation Graduated

**Certifications**

Computer Network Support Bellingham Technical College 2018

**Work Experience**

**Extraction/ Rotavapor Technician** - AmberBrick 08/2019-12/2019

Used solvents (such as butane, ethanol, and carbon dioxide), pressure, and heat to extract cannabis plant matter and turn it to concentrate

Responsible for the extraction of the plant matter, as well as collecting samples and testing the potency and recording the same

Recorded and kept track of the products extracted as well as yields

**Assistant Facility Manager/ Packaging** - AmberBrick 03/2019-08/2019

Completed general building maintenance

Weighed items for individual packaging to replenished retail stock

Gathered and labeled orders for delivery to customers

Checked orders before delivery to ensure correctness

**Gardener** - FDG 08/2016-11/2018

Kept more than 30 Mother plants growing and healthy for cloning

Maintained Ph and PPM levels in watering barrels and cloners

Planned cloning schedule and cut 3-400 clones per week

Watered, pruned and kept plants growing until they were ready to start flowering

**Multi-Channel Sales Associate** - BestBuy 09/2012-07/2016

Answered inbound customer calls for both the store and the Geek squad

Verified order accuracy and location with the daily inventory printout

Completed customer In-store order pick up while confirming that they had all they needed

Assisted at the Customer Service counter with returns and exchanges

**Operations/ Cargo Agent** - Horizon Airlines 03/2011-08/2012

Responsible for air to ground and ground to ground communications

Qualified in Chemical Safety, Dangerous Goods, Emergency Response, Aircraft Safety and Security

Checked passengers in, helped rebook and accommodate them during irregular operations

Accepted, manifested and shipped both Passenger and Airlines cargo