

ANDREW G. BURGIN

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SUMMARY

Motivated audio engineering student with basic recording, editing, and mixing experience. Team player with strong organizational, project, and time management abilities.

SUMMARY OF SKILLS

- ◆ Able to utilize specialized software to mix and edit tracks (Logic and Pro Tools)
- ◆ Comfortable recording and mixing on large and small format analog or digital consoles including: Audent ASP8024, Yamaha 02R, Neve 88R, SSL 4000G+
- ◆ Extensive knowledge of the operation, repair and maintenance of desktops and laptops related to windows based and OSX systems and equipment
- ◆ More than seven years' experience in OSX (software installation and hardware configuration)
- ◆ Possess excellent time management, communication, and organizational skills
- ◆ Efficient in technical problem solving with studio equipment
- ◆ Excellent team player
- ◆ Competent problem solver and decision maker
- ◆ Proficient in using MS office programs

EXPERIENCE

Ministry of Transport, Works, Urban Development and Local Government

12/07 -

12/13

Kingstown, Saint Vincent & the Grenadines (Caribbean)

Laboratory Technician

- ◆ Managed day to day operations of Soil Laboratory
- ◆ Extracted soils/materials from sites and carried out tests as required both on site and in laboratory
- ◆ Conducted hot and cold asphalt mix sampling and testing
- ◆ Tested concrete cubes, blocks and reinforcements as required
- ◆ Prepared reports for all test carried out on site and in laboratory
- ◆ Supervised the Assistant Laboratory Technician and other staff

Mustique Airways

12/03 - 5/06

E.T Joshua Airport, Arnos Vale, Saint Vincent & the Grenadines

Stores Clerk

- ◆ Managed inventory and procured spares
- ◆ Monitored stock and maintained stock records
- ◆ Handled other essential job responsibilities as required

AmeriJet (BMC Agencies)

11/99 - 5/03

E.T Joshua Airport, Arnos Vale, Saint Vincent & the Grenadines

Operations Manager

- ◆ Supervised staff of four stevedores
- ◆ Performed assigned administrative tasks
- ◆ Maintained and updated shipping database
- ◆ Provided excellent customer service

EDUCATION

- ◆ Diploma in Audio Technology, October 2015 (expected from SAE Institute New York)
- ◆ ICS Diploma in Engineering Drawing and Design, 2007
- ◆ Certificate in Technical Drawing Level II, 2008
- ◆ St. Martin's Secondary School, Kingstown, Saint Vincent & the Grenadines
High School Diploma, 1997

REFERENCES

Brent Bailey
Chief Engineer
Ministry of Transport, Works, Urban Development and Local Government
Halifax Street
Kingstown
St. Vincent & the Grenadines
(784) 457- 2031

Keith Boyea
Owner & Manager
BMC Agencies
Sharpe Street
Kingstown
St. Vincent & the Grenadines
(784) 457-1066