Currently a dual-credit college freshman majoring in Computer Science. My ultimate goal is to become a full-stack software engineer with an emphasis on user experience.

Experience

**Norma’s Café – Oak Cliff (May 2018 - Present)**

* Maintained constant communication with Front of House and Back of house staff.
* Provided streamlined service for optimal customer service and experience.
* Responsible for a variety of tasks including waiting tables, running the cash register, and organizing the restaurant.

**BBBop Seoul Kitchen R&D (March 2019 – June 2019)**

* Boosted restaurant operations through efficient and reliable dishwashing.
* Organized all restaurant dishes and utensils for ease of access especially during peak operating hours.

**Adamson High School Collegiate Academy Newspaper (August 2019 – Present)**

* Created articles that informed students and parents about ongoing and future events happening on campus.
* Responsible for photographing and editing images of student activities and extracurriculars.
* Collaborated directly with the Workplace Coordinator on campus.

**Freelance Web Development (September 2017 – Present)**

* Leveraged social media platforms and freelance services including Fiverr, Facebook, Twitter.
* Tracked and managed all clients and projects using Trello in order to execute services in a timely manner and maintain client satisfaction.
* Orchestrated up to 6 projects simultaneously.
* Created and personalized projects using HTML, CSS, Java, SQL.
* Maintained regular communication with all clients in order to ensure customer satisfaction.

PROFESSIONAL / TECHNICAL SKILLS AND INTERESTS

**Operating Systems:** Windows Server (2003, 2008) Windows (XP, Vista, 7,8) Mac OS

**Applications/Tools:** MS Office (Word, Excel, PowerPoint, Outlook), Visio, MS Exchange, Anti-Virus, Corel Draw, Telnet, Ping Utilities, TFTP, QuickBooks, OTRS, Whats Up Gold, PRTG, Total Network Monitor, Orion Solarwinds, Cisco Works, HPNA, WANDL

**Hardware:** Cisco Router, Cisco switch, Alcatel Router, ASA Firewalls, Juniper Routers, Juniper Switches, Wireless 2-5 Ghz Radio, DLink, RAD, Cisco Aeronet), Wireless 6-40 Ghz Radio Trango, NetGear, Fortinet, Channel Gateway.

**Networking:** LAN, WAN, WINS, TCP/IP, SNMP, SMTP, L2VPN, L3VPN, BGP, FTP, DNS, DHCP, MPLS, VPLS, DMVPN, GRE, Ethernet, EVC, NNI, ENNI, Frame Relay, Fibre Optics, Packet over Sornet, T1/E1, T3, OC3, BFD, OSPF, EIGRP, RIP, RSVP, LDP/TDP, VPLS, Fast Reroute

MASTERS Degree

University

2008

BACHELOR OF SCIENCE

Elementary Education

Your University

2002 – 2006

Honors/Award/Accomplishment #1

Explanation

Company/State/Institution

Year

Honors/Award/Accomplishment #2

Explanation

Company/State/Institution

Year

Honors/Award/Accomplishment #3

Explanation

Company/State/Institution

Year

Professional Profile

Education

Achievements

555.555.5555

youremail@mail.com

Dallas, TX

Freelance Web Developer, Photographer

Cristofer Posas