

Tyler Baxter

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Information Technology Support

Friendly, and dependable customer service professional with over 2 years of experience. Well versed in administrative duties, problem-solving, planning, and time management. Experienced with working in fast-paced environments and working directly with a diverse range of clients. Also, has knowledge in handling confidential matters and proprietary information.

CERTIFICATIONS

Life Insurance License

Jan 2021 - May 2022

State of Ohio

Electrician

Apr 2016 - May 2021

State of Ohio Apprenticeship Council

CPR

American Red Cross

SKILLS & INTERESTS

Technical Skills: Customer Communication Management, Customer Service, Documentation, Hardware Knowledge, Microsoft 365, Network Basics, Software Installation & Configuration, Technical Troubleshooting

Soft Skills: Adaptability, Attention to Detail, Dependability, Friendliness, Interpersonal Skills, Planning/Processing, Prioritization, Problem Solving, Time Management

Hobbies: Backpacking, Camping, Circuit Racing, Continuous Education, Drift Racing, Hiking, Video Game Development, Video Game Testing

Personality Interests: Computer Hardware Enthusiast, Meditation, Robotics, Technology Advancements, Traveling

WORK EXPERIENCE

Journeyman Electrician • Dayton, OH • Full-time

Jul 2023 - Present

IBEW LU 82

International Brotherhood of Electrical Workers

- Licensed in the state of Ohio as a Journeyman Electrician
- Experience in Residential, Commercial, and Industrial electrician installations
- Reading schematics and laying out installations for employees. Received positive feedback and commendation from clients

Sr. Field Underwriter • Lima, OH, USA

Jan 2022 - May 2023

Equis Financial

- Daily interpersonal people skills
- Schedule and coordinate meetings with clients daily
- Communicate with clients about their mortgage protection options
- Help clients complete and submit applications to carriers and follow through the underwriting process
- Service client future policy needs

Journey Electrician • Lima, OH, USA
Ibew Lu 32

- Licensed in the state of Ohio as a Journeyman Electrician
- Experience in Residential, Commercial, and Industrial electrician installations
- Reading & Writing Schematics
- Proficient with the direct installation of wiring at construction and other sites
- State Electrician License in Ohio
- CPR Certified

Apr 2016 - May 2022

EDUCATION

Electrical in Journeyman Electrician
NJATC - National Joint Apprenticeship Training Center • Lima, OH • GPA: 2nd in Class
Northwest Community College curriculum partnership

Apr 2016 - Apr 2022

High School Graduate in Basic Study
Bath High school • Lima, OH

Aug 2009 - May 2013