

Owner/Lead Technician Owner/Lead Technician Owner/Lead Technician - Fresh Carpets, LLC  
Lumberton, NJ Secure a challenging position allowing me to grow my skill sets and utilize my  
experience, education and professional skills with the prospect of advancing throughout the selected  
company Work Experience Owner/Lead Technician Fresh Carpets, LLC - Mantua, NJ June 2011 to  
Present Family owned and operated carpet, upholstery, and tile cleaning business. Lead and direct  
employees to complete jobs with the utmost professionalism while producing a service of the highest  
quality. Other day to day responsibilities include: customer conflict resolution, sales and job  
scheduling, marketing and networking. Relief Manager Investment Real Estate Management - York,  
PA September 2009 to June 2011 Assistant manager at three self-storage facilities in South Jersey,  
managed day to day office operations, made payment collection calls, provided and submitted end  
of day, week, and month reports to top level executives, customer sales, property maintenance IT  
Project Manager Computer Sciences Corporation - Falls Church, VA December 2005 to March 2008  
supporting the General Dynamics corporate office in Falls Church, VA. Managed projects from  
cradle to the grave working with my project teams, completed discovery, developed budget and  
scheduling, facilitated daily status meetings, tracked projects and reported weekly to client,  
communicated status of projects deliverables, budgets and schedules, served as instructor to CSC  
Project Management Office project managers on development of proper CSC defined project  
initiation documentation IT Project Manager for Transformation and Account Operations The  
Computer Merchant, Ltd - Norwell, MA March 2004 to December 2005 Norwell, MA March 2004 -  
December 2005 Supported CSC client as IT Project Manager for Transformation and Account  
Operations projects, responsible for the development of project initiation documentation, developing  
and tracking project plans, maintaining full financial workbooks, status reporting, and issue & risk  
mitigation Plastic Machine Operator Plastic Suppliers - Mount Laurel, NJ March 1998 to October  
2001 Operated multiple plastic cutting and slitting machinery. Education The Cittone Institute -  
Mount Laurel, NJ 2001 to 2002 Skills CUSTOMER SERVICE (Less than 1 year), DETAIL  
ORIENTED (Less than 1 year), EXCELLENT WRITING (Less than 1 year), MCSE (Less than 1  
year), MICROSOFT OFFICE (Less than 1 year), retail sales, Time Management, Sales, Microsoft

Excel, Hand Tools, Word, Microsoft Excel, Hand Tools Additional Information Skills: ? Soft skills required to provide high quality customer service ? Extremely proficient at utilizing all Microsoft Office products ? Able to recognize and lead a team to resolve issues ? Excellent writing, communication and organization skills ? Great team work with optimistic and positive attitude ? Advanced user of Microsoft Project 2000 ? Problem solving skills with an ability to assess and resolve an issue ? Ability to work well in a fast paced environment to meet crucial deadlines ? Extremely detail oriented and process driven with the aptitude to work independently ? Strong technical skills. Certifications include: MCSE in Windows 2000, A+, and Network+ ? Building trust and long lasting relationships with prospective and current customer base

Name: Travis Kim

Email: gabriel59@example.com

Phone: 435-395-6276x157