

Database Administrator/Sourcer Database Administrator/Sourcer Database Administrator/Sourcer
Raeford, NC To gain employment with a company and be an asset while continuing my education
toward a degree in the IT profession. Work Experience Database Administrator/Sourcer
Consolidated Business Associates, Inc - Warrenton, VA June 2014 to January 2016 9 North 3rd
Street, Suite 103 Warrenton, Virginia 20186 Supervisor: James A. Mugnolo, CEO 703-283-6510
Job Title: Database Administrator/Sourcer, June 2014 - January 2016 Duties: Pre-qualify
candidates for selected positions, perform resume reviews, control database entries, provide
feedback regarding usage of RESUMate 12. Maintained an updated database of viable candidates.
Computer maintenance and repair. Busser/Host Bertucci's Italian Restaurant - Gainesville, VA
September 2013 to September 2015 Fall 2013 - Fall 2015 Duties: Kept a clean and sanitary dining
setting, greeted guests, took reservations, worked carry-out and assisted wherever needed.
Education Diploma Kettle Run High School - Warrenton, VA June 2014 General Studies Lord
Fairfax Community College September 2013 to 2014 Skills computer repair and maintenance (2
years), microsoft office (10+ years), Autocad (2 years) Additional Information SKILLS: Proficient in
Microsoft Word, Excel, Power Point Visual and hands on learner AutoCAD basics Computer
repair and maintenance

Name: Kristin Thompson

Email: salvarado@example.com

Phone: 338.345.6645x768