

Manager, Cashier Manager, Cashier Manager, Cashier Brooklyn, NY Authorized to work in the US for any employer Work Experience Manager, Cashier Maison Du Vin, Wine Store - Manhattan, NY June 2016 to September 2016 Provided new ideas for employees to perform efficiently and productively Maintained records of inventory control and sales. Restocked the establishment and kept it organized to be presentable. IT Technician, Project Manager Brooklyn Tech High School - Brooklyn, NY September 2008 to January 2012 Led teams to remodel computer labs including uninstalling, and installing new equipment such as hardware, software, low and high voltage wiring and electrical configurations with the necessary tools. Used database systems for inventory control of hardware, tools, and textbooks used throughout the school. Assisted in organizing and coordinating school events with technical setups and resolving upcoming issues. Performed troubleshooting and solutions to any technical issues that occurred anywhere from classrooms to administration offices. Operated pallet jacks to organize pallets of hardware, textbooks, etc. Trained new employees to accomplish technical tasks. Education Bachelor of Science in Mechanical Engineering Clarkson University - Potsdam, NY May 2017 High School Diploma Brooklyn Technical High School - Brooklyn, NY June 2012 Skills Solidworks (CAD Program) (1 year), AutoCad/Inventor (Cad Program) (1 year), PTC Creo (CAD Program) (Less than 1 year), COMSOL (Simulated Physics) (1 year), ANSYS Fluent (Simulated Physics) (1 year), Matlab (Programming Language) (2 years), LabView (Programming Language) (1 year), Maple (Programming Language) (1 year), Microsoft Excel/Word/Powerpoint (4 years) Certifications/Licenses OSHA 10 August 2017 Welding Shop Lathing Shop Wood Shop CPR & First Aid Additional Information ? Strong interpersonal skills and works well with colleagues ? Ambitious to learn and work hard ? Organized, detail oriented and a self-starter ? Effective in both verbal and written communication ? Bilingual in English and Chinese

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