

PROJECT MANAGER PROJECT MANAGER PROJECT MANAGER - 365 MEDICAL SUPPLIES  
INC Crown Point, IN Energetic, highly-motivated IT professional with the ability to learn and adapt to  
a rapidly changing environment very quickly. Certified in Security, Networking, and PC Support.  
Proficient in all aspects & versions of Windows, as well as Mac OS, and iOS. Highly Skilled in  
set-up, upgrading, and troubleshooting equipment. Skilled in Virtualization including Hyper-V and  
Virtual Box Work Experience PROJECT MANAGER 365 MEDICAL SUPPLIES INC October 2017 to  
Present Started division of a company from the ground up Responsible for creating, improving, and  
maintaining all operations of the company Handled multiple projects simultaneously while meeting  
all deadlines that were set. IT Support Residential Clinical Services - Merrillville, IN October 2017 to  
Present Provide Technical Support for both companies simultaneously. Set-up and maintained all  
new workstations for both companies. JUNIOR ENGINEER / EXTRUSION OPERATOR POINT  
MEDICAL CORPORATION October 2010 to October 2017 Effectively worked on multiple projects  
simultaneously while coordinating with other departments in the company Work alone & with team  
to continuously improve manufacturing processes Utilized statistical process software such Infinity  
QS & ERP software such as Infor XA Education ASSOCIATE OF APPLIED SCIENCE in  
COMPUTER INFORMATION TECHNOLOGY IVY TECH COMMUNITY COLLEGE - Valparaiso, IN  
Certifications/Licenses TestOut Network Pro December 2015 to Present TestOut Security Pro  
December 2015 to Present Additional Information SKILLS Thorough knowledge of Windows and  
Mac operating systems, hardware & software. Skilled in virtualization including Vsphere, Hyper- V,  
and Virtual Box. Exceptional organizational skills with the ability to multitask and coordinate  
multiple projects. Adapt to rapidly changing environments. Communicate and make decisions  
effectively under pressure. Manage time efficiently to meet stringent deadlines

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