

William Hooks

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Looking to contribute creativity, dependability, and dedication toward the success of the company. Ready to deliver excellence and meet new challenges.

Experience

July 2016 - June 2017

Warehouse Assistant *Showtech Productions*

Performed multiple duties aimed at ensuring smooth daily operations of the audiovisual warehouse. Assisted warehouse managers and associates in the flow of production, controlling stock, monitored incoming and outgoing goods, and handled stock records diligently. Worked with technicians to troubleshoot equipment before transport and assisted with setup of audiovisual equipment. Maintained a professional demeanor when working with clients on site and off.

March 2012 - June 2016

Pest Technician *All-Safe Pest & Termite*

Handled the establishment of new customer accounts and maintained current accounts by receiving and adhering to daily schedules issued by management and the front office. Worked closely with clients and coworkers to tackle specific problems encountered by customers due to the prolific nature of pests in North Texas. Effectively resolved complaints issued by current customers by delivering an in-depth and professional service, communicating with management, and documenting findings and services provided. Maintained a working knowledge of the multiple aspects of the business by attending seminars held by industry professionals.

Education

08/2018 – 12/2020

BBA, Management Information Systems

Sam Houston State University

05/2017 – 05/2018

General Studies

Tarrant County Community College

Projects

- Terraria Control Panel: Re-styled UI to "neumorphism". Used HTML, CSS, and JavaScript.
- ClubTrack: Implemented front-end for LiveMap feature. Used Svelte, JS, CSS, SQL, and PostgreSQL.

Skills

- Critical Thinking
- Communication
- Adobe Photoshop
- Adobe Illustrator

Certifications

- Microsoft Office Specialist (MOS) Access
- MOS Excel
- MOS Word
- MOS PowerPoint