**William D. Cyze**

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**Flight Qualifications**

**Certificates and Ratings**

* Part 107 sUAS Remote Pilot Certificate – May 2019
* Student Pilot Certificate – December 2020
* FAA Third Class Medical

**Flight Hours**

Remote PIC: 15

Student Pilot: 30

**Education**

**Bachelor of Science** Expected: May 2024

Lewis University, Romeoville, IL GPA: 3.58/4.0

Major: **Unmanned Aircraft Systems**

**Experience**

### Customer Service Manager July 2021-Present

### Flextron Inc.- Addison, IL

### Received and accepted purchase orders in an efficient and timely manner

### Responsible for full inventory of Flextron Products

### Expedited weekly reports for prioritized Sales orders

### processes payroll and tax payments

### responsible for office management & maintainence of relationships with vendors and customers

### primary QuickBOoks worker for accounting and administrative tasks

### Morning Stocker May 2021-August 2021

### Menards- Bolingbrook, IL

### stocked products in an efficient and timely manner

### Efficiently sorted products from pallets to then be stocked on the shelves

### Organized products on shelves for customers to find easily

### assisted customers in locating products

### Grocery Stocker March 2021-May 2021

### Jewel Osco- Darien, IL

### Stocked groceries in a timely and efficient manner

### Assisted customers in locating grocery products

### Organized products on shelf for customers to find easily

### Summer Technology Worker May 2017-August 2020

## Montini Catholic High School- Lombard, IL

* Reviewed system and network performance to make proactive adjustments based on established IT policies
* Maintained current software licenses and patched applications to stay up to date with latest features
* Trained and supported end-users with software, hardware and network standards and use processes
* Handled computer system troubleshooting and provided technical support to entire team for computer operations
* Helped streamline repair processes and update procedures for support action consistency
* Removed malware, ransomware and other threats from laptops and desktop systems

Explained technical information in clear terms to non-technical individuals to promote better understanding

# **Achievements**

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| * Lewis University Dean’s List fall semester of 2020 * Montini Catholic High School Dean’s List 2016-2020 * Elected Captain of high school robotics team and volleyball team * Member of high school robotics team, varsity volleyball team, sound crew club, French club, Vex Robotics team, and math team * Co-founder of Drone Club * Over 60 hours volunteer community service |

# **Skills**

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| * Computer proficiency * Ability to troubleshoot systems * Hardware installations * Windows PowerShell * Windows * Linux * HTML/CSS * Micro-controller (Arduino) | * Git programming * Resource management * Python * Microsoft Office/ Google Suite * Aerial photography * Terminal Experience * Arduino |