

Job Chronology

Project Manager/Mechanical Engineer

Spring 2011 - Present

Edge-Tech Design

San Diego, Ca

- Collaborated with customers to take products from concept to design to production
- Created 3-D models and assemblies using Pro-Engineer
- Designed and modified parts to be successfully injection molded
- Performed mold layout and design
- Created prints and drawings for machining
- Generated exploded part views and BOM lists
- Oversaw and mentored interns in part design and mold layout design
- Programmed and operated CNC machines to produce machined parts and molds
- Manually machined parts using horizontal and vertical band saws, manual mill, and lathe
- Worked with vendors and supply houses to acquire all materials needed for production
- Managed all in-house IT needs, including ordering and configuring new hardware, network layout and maintenance, backup and file management, software installation and maintenance, remote access and user account management
- Created company handbook detailing all policies and procedures
- Software used: Pro-Engineer, Delcam Powermill, and Mastercam

Solutions Engineer

Spring 2008 – Winter 2010

Xerox/Mr. Copy

San Diego, Ca

- Surveyed, consulted, designed and implemented smart document solutions, including document management systems, storage, VM and backup solutions, fax servers, and electronic document handling, to increase productivity and reduce costs across a wide range of industries
- Acted as primary contact for technical consultation and assistance for sales team
- Configured and integrated large-scale multi-function devices within customer networks to allow for efficient and secure workflows
- Designed and administered user trainings on software and hardware applications
- Provided in-house technical support of laptops, workstations, servers and printers across multi-site intranet
- Acquired extensive knowledge of digital printing processes, applications and hardware
- Delivered consistently high customer satisfaction through solid service and communication
- Xerox Certified Analyst
- Software used: Docushare, ScanFlowStore, Alchemy DMS, Castelle FaxPress, EFI Command Workstation, CWIS, Autostore, and ABBY OCR software

Programmer/Analyst III (Systems Administrator)

Spring 2004 – Spring 2007

UCSD Human Resources, Information Systems

La Jolla, Ca

- Managed network infrastructure consisting of 150+ workstations, 25+ Windows 2000/2003 Servers, IIS Web Servers, and SQL 2000 servers
- Email Administration and implementation – Exchange 2000/2003 in Clustered Front-End/Back-End SAN configuration integrated into campus-wide Active Directory
- Configured and Deployed Dell/EMC SAN Device
- Supervised Network Administrator and student help positions
- Administered SQL 7.0 / 2000 database servers
- Managed Help Desk System
- Designed and maintained disaster recovery plan utilizing Veritas Backup Exec software
- Maintained network security using Cisco ACLs
- Served as Human Resources Data Security Administrator (DSA)
- Managed two computer training centers with 27 workstations and dedicated server
- Worked with Information Systems manager to recommend and implement technology solutions to increase productivity and provide a secure computing environment
- Created and managed yearly departmental IT budget
- Served on campus and UC Information Systems committees

Programmer/Analyst II (Network Administrator)*UCSD Human Resources, Information Systems***Winter 2000 - Spring 2004**

La Jolla, Ca

- Assisted with administration of 150+ workstation, 25+ server Novell/Windows LAN within a multi VLAN infrastructure.
- Installed, configured and troubleshoot operating systems, applications, and hardware.
- Created and maintained computer images for all departmental computers.
- Served as HR Data Security Administrator (established, modified or terminated users' access rights and accounts on campus mainframe, as needed).
- Managed Exchange 2000/Active Directory environment, including configuration of hand-held devices
- Maintained a secure computing environment using tools such as centrally-based firewalls, Group Policy, anti-virus software and educating users on proper resource usage.
- Documented in-house policies and procedures.
- Managed two computer training centers with 27 workstations and server.
- Assisted users within Human Resources with the creation of WWW pages and maintained HTML documents residing on local web servers.
- Managed helpdesk for Human Resources Dept. and responded to requests in a timely manner.
- Maintained IIS web servers running PHP, Cold Fusion and .Net infrastructure
- Supported SQL 2000 server/client environment.

Education**B.S. - Management Science**

University of California, San Diego

1995-2000

La Jolla, Ca