**Ethan Burchett**

President of IT

4221 Sharondale Drive, Flower Mound, Texas, 75022 \* (469)763-1790 \* ethan@burchett.me

**CAREER OBJECTIVE**

IT professional with 8+ years of experience working directly for the Vice President of Dell. Processes impeccable written and verbal communication skills, excellent interpersonal skills, and computer skills

.**CORE COMPETENCIES**

* Customer Service
* Cost Efficient
* Detailed and Organized
* Vice President Relationship

**PROFESSIONAL EXPERIENCE**

*IT Professional, Apr 2010 - present*

* Worked on fixing broken or damaged computers for the company Dell.
* Conducted research, compile data, and prepare computers for software developers and engineers.
* Prepare invoices, reports, memos, letters, database, using word processing, spreadsheet, or presentation hardware.

**EDUCATION**

**TEXAS TECH UNIVERSITY, LUBBOCK, TX**

*Major in Computer Engineering, June 2009*

* GPA 3.5/4.0
* Summer contract for Dell as a Software Engineer

**ADDITIONAL SKILLS**

* Proficient in Python and Java
* Bilingual Japanese and English
* Youngest contractor for Dell
* Awarded as youngest employee at Dell