88 prospect Av. White Plains, NY 10607 E-Mail: alex.brito.contractor@pepsico.com

Cell: (914)320-550

### **Professional Profile**

Experienced Technician with excellent client and project management skills. Action-oriented with strong ability to communicate effectively with technology, executive, and business audiences.

## **Qualifications**

>	Results-oriented	>	Excel in Final Cut Pro 7
	Client-focused	>	Quality shot making
	Proficient in Mac & PC	>	Thrives under pressure
	Microsoft Office	>	Adaptable
	Quick learner		

# **Relevant Experience**

>	Town halls	>	Final Cut Pro 7
	Webcast		Adobe Elements 6
>	Cisco Teleprensence	$\triangleright$	Adobe Premiere 4
>	ESP 2000	$\triangleright$	Tandberg (C40, C60, C90)
$\triangleright$	Condeco		Stage Set Up
$\triangleright$	Sony Cam DSR-250		Keynote
>	Sony Cam Ex3	$\triangleright$	Video Conference
$\triangleright$	DMX Lighting		Raindance
	Mixers		

## **Experience**

August 2006 to Present PBC Somers, NY

#### A/V Technician

- Set-up, configure and operate multimedia, AV and videoconferencing equipment including Webcast, Webex, Video Record, Video editing(Final Cut Pro), Staging, Lighting, ESP 2000, Room Set up, Install Polycoms, Install Monitor, Install LCDs projector. Etc..
- Good knowledge of AV equipment, videoconferencing equipment
- Provided technical support for audio visual systems.
- Provided maintenance and services for telephone exchange, telephone, fax, photocopies, printers, scanner etc.

- Provided technical support for meetings, conferences, classes etc.
- Provided digital video and audio editing and duplication if needed, assistance and training with
- Operation of multimedia systems.
- Provided internet services also.
- Handy LCD T V, DVD, VCR, Audio systems, Microphones etc.

April 2005 to February 2006

**C&D Rodriguez** 

Sleepy Hollow, NY

## Handymen

- Demolishing and prepared the area for renovations.
- Responsible for painting areas that are renovated.
- Picked up building materials as required by employer.
- Responsible for all carpentry repairs and small renovations.
- Assisted to replace all broken fixtures and equipment's.

February 2002 to March 2004

**Greenburgh Public Library** 

Greenburgh, NY

# Page

- Organize library inventory which are coming in and out
- Assist the librarian with special program setup
- Responsible for keeping the shelves in order
- Locates and retrieves library materials from public and non-public areas for library staff or library users.

#### **Education**

High School Diploma, 2005

Sleepy Hollow High School---Sleepy Hollow, NY

Mercy Collage (Collage Credits)

#### **Affiliations**

All ERG

#### **Keywords**

Customer Satisfaction, Customer Service, Communication skills, Microsoft Outlook, Team Player

#### Reference

Available upon request.