

# Sintayehu Mekonnen

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## SUMMARY OF QUALIFICATIONS

Energetic, well trained Web Developer that knows how to create design and modify web content. results-driven individual with proven skills in web development. With the capacity to adapt and learn fast knows how to apply stages of web development. Excellent communication skills, able to multi-task in a fast-paced environment. Experience in leadership roles and making decisions. Outstanding and conscientious team player. Willing to learn new skills and open for advanced opportunities. Possess a positive attitude and experience in diverse environments. Skilled in basics of HTML, CSS, JavaScript, Microsoft Office 365, internet and email.

## EDUCATION

Georgia Piedmont Technical College, Clarkston, GA

**Computer Support Specialist Degree** 2016 - present

## SKILLS

Skills and knowledge of Web Technology (File format, Domain Registration, source code, HTML, CSS, and JavaScript).	Computer Networking Fundamentals
Advanced computer skills for Google Chrome Password Generator and Password Manager.	Install, configure software, and setup printers, scanners, and other peripherals.
Knowledge on Coding Tools (Atom source code editor, Browser, Chrome Inspector, GitHub repository creation, Cyber Duck, and Web Hosting).	Security Fundamentals, Internet, Email, and virus protection.
Basic skills for window operating system including Office 365.	Read technical manuals or conduct computer diagnostics to investigate and resolve problems.
Computer hardware and software applications.	Install and perform minor repairs to hardware, software, or peripheral equipment, following design or installation specifications.
Profound creative and analytical problem-solving and troubleshooting skills	High verbal and written communication skills

## EMPLOYMENT HISTORY

**Dekalb Farmers Market** – Decatur, GA Cashier/Customer Service Rep 07/2015 – 01/2017

- Received payments for merchandise by cash, credit cards, check, or automatic debits.
- Issued receipts, refunds, credits, or change due to customers.
- Counted money in cash drawers at the beginning of shifts to ensure that amounts are correct
- Greeted customers entering establishments and help them make their selection
- Answered customers' questions and provide information on procedures or policies
- Calculate total payments received during a time and reconcile this with total sales

**Communication Affairs** – Ethiopia Regional Relation Expert 07/2012 – 03/2015

- Document customers' information in the computer
- Attached and sent file to institution

- Assisted in the development of plans and report formation
- Analyzed and evaluate the function of agencies and organizations and their impact on international relations

**Education Office –Ethiopia**

Coordinator

04/2008 – 03/2011

- Organized and facilitated training for administrators, supervisors and teachers
- Selected trainers for program and made schedules for training
- Provided support to the school by helping to implement the curriculum
- Organized and collected teacher's data to evaluate activities and overall progress

**CERTIFICATION/TRAINING**

- Certificate in Microsoft Office application including Office 365 (April 2011)
- Certificate in Web Developer Bootcamp (March 2018)
- Certificate in Transformational Leadership Development and Decision-Making (December 2012)