

CHRISTOPHER COHEN

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GOAL

Seeking an entry-level position in the field of IT

SKILLS

Computer Skills

- Learned basic computer hardware skills including the ability to install and identify the different parts of a computer. As well as being able to match the specifications to each piece of hardware to make them work together.

Software

- Earned Microsoft Office Specialist Certification in Office 2013 Word, PowerPoint, Excel and Access. I am familiar and able to navigate the environment of Windows XP through Windows 10, as well as Windows Server 2012 R2.

People Skills

- Working approximately 8 months at Subway has strengthened my communication skills with people and has made it easier for me to strike up a conversation with strangers and has made me a more outgoing person.

EXPERIENCE

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| 2015-2015 | Summer Help, <i>Metropolitan District Employees Credit Union, Hartford, CT 06114</i> <ul style="list-style-type: none">· Responsible for filing paperwork. |
| 2015-present | Sandwich Artist, <i>A and N Subway, Portland, CT 06480</i> <ul style="list-style-type: none">· Responsible for preparing food and cashier. |

EDUCATION

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| 2013-2017 | Vinal Technical High School, Middletown, CT 06457 <ul style="list-style-type: none">- Study Information Systems Technology |
| 2015-2015 | Middlesex Community College, Middletown, CT 06457 <ul style="list-style-type: none">- Took part in a computer hardware class (CST-141) |