

Omar A. Vallejo

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Profile

Proficiency in planning, staff coordination, collaborating with executives, researching IT solutions and implementing them into systems and infrastructure are my strengths. Offering four-plus years of customer service and technical competence.

Skills

Technical Skills

- Java • Python • Visual Basic • SQL
- Front-End Web Development Skilled (HTML CSS JavaScript)
- Google Cloud Platform Experienced
- Troubleshooting Technical Issues
- OS Installations & Upgrades • Mac OS • Windows OS • Ubuntu OS
- Microsoft Office Suite • Google Suite • Tableau Software

Overall Skills

- Supervisor Experience
- Bilingual – English and Spanish
- Great Team Worker
- Project Leader
- Customer Satisfaction Oriented

Work Experience

Falling Creek Camp – Camp Counselor

05/2019 – 08/2019

Supervised campers and account for their whereabouts at designated times. Served as an advocate for the campers by supporting them as they pursue their goals. Planed and participated in Evening Programs and All-Camp Games with the leadership, campers, and peers. Coordinated lessons plans each day for my designated activities (Sailing and Ultimate Frisbee).

Columbus State University – Lead PC Repair Technician

04/2017 – 5/2019

Team Leadership: Supervisor of 4 employees including in charge of training new employees, scheduling professional development & discipline. Full network support for all dorms. Strategic planning, inventory management and work lab system optimizations. Hardware and software repair/upgrades and support for students, faculty, and staff.

University Information Technology Services – IT Support Specialist

08/2018 – 12/2018

Provided first contact and incident resolution to customers with hardware, software, and application problems. Includes both customer telephone support as well as electronically submitted requests while providing quality customer support from the university's IT Help Desk.

Education

Columbus State University – TSYS School of Computer Science

8/2015 – 5/2019

Bachelor of Science in Information Technology.