**Ricardo L. Ortega**

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**OBJECTIVE:** To obtain a full time job where I can utilize my knowledge and expertise in diverse areas.

**EDUCATION:**

**University of Phoenix College, Phoenix, AZ** September 2009-Present

IT Computer Network Engineering

Earned 12 college credits

**Morgan Gardner Bulkeley High School, Hartford, CT** June 2009

Earned High School Diploma

**WORK EXPERIENCE:**

**Ralph’s Roofing, Ellington, CT**                                                           June 2010-May 2011

**Construction Worker**

-         Assisted in cleaning and repairs of roofs at construction sites

**Pathmark Store, Newark, NJ**     July 2009-December 2009

**Produce Clerk**

-        Stocked fruits and vegetables

-         Disposed debris and labeled discounted items

-         Restocked merchandise and carried heavy boxes

- Light Inventory

**Rothi Farm, Ellington, CT**                                                              Summer 2008, 2010 & 2011

**Field Worker**

-         Assisted owners in the tobacco field cutting and hanging tobacco in preparation for their yearly sales

**Urban League of Greater Hartford, Hartford, CT**                            Summer 2005

-         Typed documents in word and power point

-         Attended and assisted staff during field trips and activities

- Performed clerical duties

**SKILLS:**

Experience with Microsoft Office Word, PowerPoint Presentations, & Building simple basic programs in Microsoft Visual Studio using c++ in command prompts

**REFERENCES:**  Available Upon Request