Ivan Ruiz

Web Developer, IT Support

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EDUCATION

UNIVERSITY OF THE PEOPLE
GPA: 3.0
Pasadena, CA
A.S. Computer Science
Relevant Coursework

- IT Support Specialist Certificate Program (Google)
- UX Design Fundamentals Certificate (Google). - In Progress
- Programming: Ruby, PHP, Java
- Version Control: GitHub
- Databases: MySQL, Postgres
- CMS: Drupal, WordPress, Joomla
- Collaboration: Slack
- Design: HTML, CSS, JavaScript

ADDITIONAL SKILLS

Linux Windows and MacOS

Editing software experience such as Photoshop, illustrator, InDesign, XD, Figma

Active Directory

Photography

LICENSES AND CERTIFICATIONS

IT Support Specialist

CAREER OBJECTIVE

Highly talented professional with effective multi-tasking aptitude and ability to work independently, offering sound knowledge of WordPress development and design, Also, IT experience on PC/Mac/iOS. Associate Degree in Computer Science.

PROFESSIONAL EXPERIENCE

RIDE-SHARE DRIVER

Subaru, ALBANY, CA / September 2021 – Present

- Pickup and drop off Subaru service department clients

RIDE-SHARE DRIVER

Lyft, SAN FRANCISCO, CA / May 2019 – Present

- Provide rides to passengers

CREATIVE DIRECTOR

Graphmug Studio, RODEO, CA / Jan 2014 – Present

- Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts.
- Determine size and arrangement of illustrative material and copy and select style and size of type.
- Confer with clients to discuss and determine layout design.
- Develop graphics and layouts for product illustrations, company logos, and Internet websites.
- Review final layouts and suggest improvements as needed.
- Prepare illustrations or rough sketches of material, discussing them with clients or supervisors and making necessary changes.
- Use computer software to generate new images.
- Key information into computer equipment to create layouts for client or supervisor.
- Maintain archive of images, photos, or previous work products.
- Prepare notes and instructions for workers who assemble and prepare final layouts for printing.

FORKLIFT OPERATOR

Brown Construction., SACRAMENTO, CA / Mar 2015 – Apr 2015

- Inspect product load for accuracy and safely move it around the warehouse or facility to ensure timely and complete delivery.
- Move levers or controls that operate lifting devices, such as forklifts, lift beams with swivel-hooks, hoists, or elevating platforms, to load, unload, transport, or stack material.
- Position lifting devices under, over, or around loaded pallets, skids, or boxes and secure material or products for transport to designated areas.
- Manually or mechanically load or unload materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles.
- Perform routine maintenance on vehicles or auxiliary equipment, such as cleaning, lubricating, recharging batteries, fueling, or replacing liquefied-gas tank.
- Signal workers to discharge, dump, or level materials.

FORKLIFT OPERATOR
Madsen Prefab Construction, ACTON, CA / Apr 2014 – Mar 2015

- Inspect product load for accuracy and safely move it around the warehouse or facility to ensure timely and complete delivery.
- Signal workers to discharge, dump, or level materials.
- Perform routine maintenance on vehicles or auxiliary equipment, such as cleaning, lubricating, recharging batteries, fueling, or replacing liquefied-gas tank.
- Manually or mechanically load or unload materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles.
- Position lifting devices under, over, or around loaded pallets, skids, or boxes and secure material or products for transport to designated areas.
- Move levers or controls that operate lifting devices, such as forklifts, lift beams with swivel-hooks, hoists, or elevating platforms, to load, unload, transport, or stack material.
- Move controls to drive gasoline- or electric-powered trucks, cars, or tractors and transport materials between loading, processing, and storage areas.

FORKLIFT OPERATOR
BMC Construction, SACRAMENTO, CA / Oct 2013 – Dec 2013

- Inspect product load for accuracy and safely move it around the warehouse or facility to ensure timely and complete delivery.
- Move controls to drive gasoline- or electric-powered trucks, cars, or tractors and transport materials between loading, processing, and storage areas.

- Move levers or controls that operate lifting devices, such as forklifts, lift beams with swivel-hooks, hoists, or elevating platforms, to load, unload, transport, or stack material.
- Position lifting devices under, over, or around loaded pallets, skids, or boxes and secure material or products for transport to designated areas.
- Manually or mechanically load or unload materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles.
- Perform routine maintenance on vehicles or auxiliary equipment, such as cleaning, lubricating, recharging batteries, fueling, or replacing liquefied-gas tank.
- Weigh materials or products and record weight or other production data on tags or labels.
- Operate or tend automatic stacking, loading, packaging, or cutting machines.
  Turn valves and open chutes to dump, spray, or release materials from dump cars or storage bins into hoppers.
- Signal workers to discharge, dump, or level materials.
- Hook tow trucks to trailer hitches and fasten attachments, such as graders, plows, rollers, or winch cables to tractors, using hitchpins.

REFERENCES

References available upon request