

Daniel Garcia

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Objective:

To obtain an internship/apprenticeship, utilizing excellent technical & soft skills helping a company to meet upcoming goals. Ability to onboard & learn quickly, while gaining extensive knowledge/experience from effectively performing responsibilities of an organization.

Education:



Oswego High School
Oswego, IL

2014 - 2018

- High School Diploma
- GPA: 3.8
- Clubs: L.A.S.O. (Latin American Student Organization)
- Student of the Month (Deans Office)



Waubonsee Community College
Sugar Grove, IL

2018-2020

- AAS In Progress (completion of AAS will be at the College of DuPage)
- GPA: 3.88
- Plan to transfer to College of DuPage then Lewis University for a B. S. in Computer Information Systems/Computer Science

Experience:



• Intern, Information Technology - Nov. 2018 - Present

- Manage the west region IT HelpDesk and provided technical resolution support
- Provide support for Supply Chain and Logistics, on boarding new hires with hardware (HW) and software (SW) access
- Provide performance and system status reports on new HW and backup SW
- Work with other subsidiaries to bring AR and 4D technology into the construction industry
- Provided continuous improvement solution to reduce costs by process automation using C# programming, SQL databases, and PowerShell scripting.



• Special Projects, EL Department - Jun. 2019 - Present

- Create/update flyers, websites, and documents for the departments record keeping
- Assist the department with small tasks as changes in staff frequently happened during the start of my position
- Produce videos and presentations to show the district administration and the state government how funds were properly allocated
- Provided personalized IT support



• Information Technology Intern - Jun. 2018 - Present

- Image computer HW and install new SW and driver updates
- Provision Chromebooks with the Google Suite for Education along with assembling carts
- Support technology specialists in ticket resolution for the entire school district

- Help the Administrative Assistant in small but beneficial tasks (filing, retrieving mail, etc.)



• **Electronic Sales Team Member** - Oct. 2017 – Oct. 2018

- Provided sales/information and services for electronic products, processed secure transactions, up-sell additional hardware, and inventoried assets



• **Kitchen Crew Member** - Sept. 2016 – June 2017

- Provided high quality customer service as a cook and server
- Provided restaurant menu/recipe updating, kitchen support for food inventory and inspection, while maintaining a clean/healthy work environment

Notable moments:

- Held 2 Professional Development sessions teaching teachers how to utilize technology in the classroom to engage students in the learning process
- Helped make BIONICs website to increase awareness about the organization
- Worked hard at my school's news publication *42Fifty*. Assisted in website management, helped other students with technology, pushed for social media in the brand to promote awareness and help gain web traffic through our website, taught future generations of students tips on journalism in the digital age, pitched a new website platform for a better design and accessibility features
- Attended AltConf and met with other fellow developers to gain career advise and participate in labs that will create the iOS apps of the future

Skills:



Active Directory



Azure



PowerShell



Office Admin



C#



Python



Swift



SQL



Java



HTML



CSS



Git



Jira



Terminal



Sketch



Final Cut Pro



Figma



Trello



Smartsheet



Slack



Pages



Keynote

Other:

- Communication !
- Self-Motivated
- Ability to work under pressure
- Creative !
- Proficient in group discussions and presentations