Joseph Stacklin

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Technology, Business, and Management specialist with over 15 years personal and professional experience. Fully vaccinated against COVID-19 and authorized to work for any US-Based employer.

EXPERIENCE

IT Procurement (Delivery) Engineer   Nov 2020 - Present
Affiliated Resource Group, Dublin, OH

- Work from home with little to no direct supervision during and after the pandemic.
- Process RFx for services, licenses, hardware, and renewals for internal and client purchases.
- Work with client and internal approvers to get quotes and proposals approved before deadlines.
- Manage client and internal renewals for software and hardware, in addition to helping scope, recommend, and quote out replacements when needed.
- Create, maintain, and frequently update CMS Configuration Records, internal documentation, and assist in building business best practices.
- Maintain and establish vendor relationships with direct vendors and distribution partners alike, in addition to repair relations damaged by other members of the business or indirect partners.
- Assist in Account Management and Sales roles by communicating directly to clients and hosting meetings virtually to ascertain needs and advise on recommended products and services which will fill those needs. In addition to gathering necessary information and processing any Credit Memo requests for clients.

Desktop Administrator   Feb 2019 - Nov 2020
Red Roof Inns, New Albany, OH

- Work from home or by myself with little to no direct supervision prior and during the pandemic.
- Administer or assist administration of several key business systems (ie: Meraki, Jira, Unifi, Microsoft 365, and Azure).
- Perform key asset management IMAC user and hardware requests for new and leaving employees including setup of hardware and maintaining vendor relationships.
- Write documentation for procedures and processes and disseminate to leadership various problems with data and presentations.
- Troubleshoot Mac and Windows computers, Printers, and PCI-compliant hardware like ID Scanners and Credit Card Readers.

EDUCATION

Other Degree - Business and IT Management   May 2015 - Dec 2026 (Expected)
Various Universities

Technical Certificate - Computers and Network Technologies   Aug 2013 - May 2015
Knox County Career Center, Mount Vernon, OH