

Kelby Amerson

625 Whit Davis Rd, Athens, GA 30605

478-494-4999

kelby.amerson@yahoo.com

Education

University of Georgia, Athens, GA

Present

Bachelor of Science in Computer Science

Work Experience

University of Georgia Hotel and Conference Center

May 2016

-

Present

Banquet Server/Lead/Trainer

- Delegate which tasks needs to be done among 20 staff members
- Set up on average 5 events per week and work with contact to fulfill their various requests
- Work as the middle man between the cooks and customers in a fast-paced environment

Best Buy

October 2016- February 2017

Computer Sales Consultant

- Sold an average of 20 computers per week and gave extensive knowledge of computers to patrons
- Downstock and laser-line products within the store
- Ordered and shipped products to customers for friendly customer service

Sweet Tea Grill at the Mille

Dec 2015- March 2016

Waiter/Food runner

- Multi-task as a waiter and food runner for 2-story restaurant

SP Fiber Technologies Dublin, GA

June-Aug 2014, 2015

Safety Intern/ Engineering Intern

- Prepared, edited, and changed lockout/tag out procedures for the entire mill
- Involved with IT in data entry of documents
- Edited, copied and printed hundreds of blueprints for the mill and for customers
- Used Microsoft Excel to document all blueprints in mill

Husqvarna Group Swainsboro, GA

Oct. 2013-Feb. 2014

Staff of Laser Department

- Cleaned sheet metal parts for industrial use
- Operated laser that cut sheet metal for parts
- Proficiently used grinder and sander and trained employees

Skills and Training

OSHA Safety Training

- Logged 10 hours of training

Proficient in Microsoft Office

- Skilled with Excel, Word, Powerpoint, and Publisher

SP Fiber Technologies

- Knowledge in scanning blueprints and other forms of documents; also data entry, most specifically, in Microsoft Excel

Languages

- Proficient in: Java, C/C++, HTML, JavaScript, PHP, MatLab, Python

