

Lee Offir

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Summary Statement

Hard working, results oriented, ambitious leader, with pertinent work experience in Information Technology.

Education

University of Missouri-Columbia

August 2014-December 2018

Bachelor of Science- Information Technology

Minor- Computer Science & Mathematics

College of Engineering Dean's Honor Roll (3 Semesters)

Work Experience

Student Employee, Mizzou TigerTech & HelpDesk Tech Support *Columbia, MO*

April 2017-Present

- Specialize in diagnosing Mac & PC repairs, as well as software installs and troubleshooting.
- Student/Staff account troubleshooting and maintenance.
- Hands on troubleshooting experience from TigerTech walk up support.
- IT HelpDesk phone and chat support experience.
- Worked about 25 hour weeks.

IT Helpdesk Full-Time Intern, HoMedics Corporation *Commerce Township, MI*

May 2016-August 2016

- Sole intern for the IT department.
- Specialized in PC/Mac troubleshooting and network/computer repairs.
- Basic server management and malware defense. In charge of reporting malware, communicating with the effected user, and resolving the problem to minimize damage to the company.
- Worked full-time, 40-50 hour weeks.

Easy Tech Associate, Staples *Columbia, MO*

April 2015-September 2015

- Technology sales associate.
- Specialized in software and hardware repairs.
- Worked about 30 hour weeks.

Engineering Technician/Testing, YoC Global *Highland Park, IL*

June 2011-August 2013

- Set up testing apparatus and wrote numerous reports.
- Specialized in testing innovative new products such as heated soles for military.
- Worked various hours per week.

Skills

- Proficient in Microsoft programs and Windows XP, 7, 8, & 10.
- Proficient in Apple programs and macOS.
- Proficient in C language. Slightly proficient in Java, HTML/CSS, and Swift languages.
- Understanding of calculus and other mathematical concepts.