

# Nick Melkadze

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Located in Staten Island, New York | [contact@melkadze.com](mailto:contact@melkadze.com) | [www.melkadze.com](http://www.melkadze.com)

## Education

### **STATEN ISLAND TECHNICAL HIGH SCHOOL (SEPTEMBER 2016 – JUNE 2020)**

- Cumulative grade point average: 102.37 with 100% attendance.
- Member of the National Honor Society, demonstrating leadership, scholarship, service, and character.
- Educational experience:
  - Computer Science / Information Technology – Four years of high school experience in Information Technology and both honors and AP Computer Science courses.
  - Engineering / Computer-Aided Design – Three semesters of engineering experience in both a CAD-focused design course, and a physical engineering course covering robotics and civil engineering.
  - Russian – Four years of school experience with pre-existing, heritage knowledge of the language.
  - Clubs – Current leadership positions in the Civilization Club (co-president) and Model UN club (secretary). Committed member of the JSA debate club.
  - Advanced Placement Programs – completion of the full curriculum of AP World History, AP United States History, prototype AP Russian, and AP Psychology, earning the AP Scholar Award and the ranking of “very well qualified” or higher in the corresponding exam for each course.

## Employment

### **IT SUPPORT TECHNICIAN (SEPTEMBER 2016 – PRESENT)**

- During-school, after-school, and summer employment as a support technician and educator.
  - Serviced students, teachers, and faculty with technical issues.
  - Collaborated with peers to resolve and diagnose hardware and software problems.
  - Coordinated the set-up of computer-based exams for hundreds of students.
  - Organized the simultaneous mass deployment of software and system updates.
  - Administered and maintained the school wireless network, by designing its student-side website and managing its filtering and connectivity.
  - Created and managed the Computer Science class’ server to give users access to their files from any computer, and to allow for the fine-tuning of student permissions.
  - Maintained the school’s primary server, by configuring user machines and writing programs to allow for the quick creation of user accounts.
  - Developed curriculum for the Computer Science course.
  - Educated students in web design, programming, microcomputers, and Adobe products.

## Skills & Proficiencies

- Adobe Creative Cloud Apps (Photoshop, Illustrator, Lightroom, InDesign, Premiere Pro, After Effects)
- Autodesk AutoCAD (Certified User)
- Windows Server and consumer Windows, Macintosh, and Linux operating systems (Certified Microsoft Technology Associate with experience managing a wide range of Linux distributions)
- Computer Hardware (Computer Assembly, Soldering, Cable Management, Troubleshooting)
- Microsoft Office and G Suite (Google Docs, Slides, Sheets, Forms)
- Microcomputers (Raspberry Pi, Arduino, Matrices)
- Programming (C, C++, C#, Arduino-C, Batch, PowerShell, Python, GitHub)
- Web Development (HTML, CSS, Bootstrap, JavaScript, jQuery, Webpack, Node.js, Express, MongoDB)