Michael Divitto

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CERTIFICATIONS

Notary Public, State of New York
No: 01D16337965, Commission Expires: February 29, 2020

EDUCATION

Bachelor of Science, Computer Science   May 2015
State University of New York at New Paltz

SKILLS

Operating Systems: Microsoft Windows, Mac OS X, Linux, Android, iOS
Programming: Java, C++, Python, HTML, PHP, CSS, SQL
Applications: Apache, MySQL, Git, Acronis Imager, Microsoft Office, Eclipse IDE, PuTTY, Quickbooks

PROJECTS

PC Tracker, https://github.com/mikedivitto/pctracker   2014 - 2015

EMPLOYMENT

Strategic Sourcing Analyst, Canon Business Process Services, New York, NY   2015 - Present
- Administer the RFI/RFP/RFQ process, research Purchasing options

Sourcing Coordinator, Canon Business Process Services, New York, NY   2015
- Coordinate RFx Process, Purchasing Analysis, Equipment Order Processing

Library Tech Support, SUNY New Paltz, New Paltz, NY   2015 - 2015
- Provide Technical Support to Library Staff, Re-Image PCs, Build Software Packages, Apply Security Updates, Track Inventory, and Implement New Software Systems.

Library Tech Support (Student Assistant), SUNY New Paltz, New Paltz, NY   2014 - 2015
- Assist Patrons with Library computers and equipment
- Maintain the library equipment (Printers, Computers, Scanners, etc.).

Intern, KDA Web Technologies, New Paltz, NY   2014
- Researched and implemented projects using common web technologies
- Tomcat/Pluto (Portlets), App Engine projects, Wordpress projects, etc.

File Clerk/Service Temp, Curry Automall, Cortlandt Manor, NY   2011 - 2014
- Processed file requests and maintained a paper and electronic filing for three car franchises.
- Assisted in miscellaneous department duties; cashiering, reception, vehicle transfers, etc.

EXTRACURICULAR

President, Computer Science Club, SUNY New Paltz   2014 - 2015
- Run the Computer Science Club and networked to help promote the club and major

Treasurer, Asian and Pacific Islander Student Alliance, SUNY New Paltz   2014 - 2015
- Maintain club budget and control spending

Associate Justice, Student Association at SUNY New Paltz   2014 - 2015
- Review all actions made by the Student Association