**STUDENT S. NAME**

123 Hennepin Avenue – Minneapolis, MN; student@email.com – 612 123-456

**SUMMARY OF QUALIFICATIONS**

* Proficient in Microsoft servers, Active Directories, DNS, DHCP, personal computers (PCs), laptops, smart boards, smart phones & iPads
* Experienced in installing and troubleshooting a variety of technology systems
* Active member of the MN Advance IT Association

**TECHNICAL SKILLS**

Adobe Photoshop, 3D Works, Windows Server 08, Linux Cent-OS, CISCO Network Administration, LAN Implementation and Management, Microsoft System Maintenance, Firewall Implementation and Management, Security Implementation & Risk Analysis, Internet/Intranet Security, Ethical Hacking

**EDUCATION**

**Associates of Applied Science: Computer Support & Network Administration** May 2013

Minneapolis Community and Technical College Minneapolis, MN

Accomplishments:

**Student Associations:**

President of MCTC Senate August 2012 – May 2013

Phi Theta Kappa Honor Society August 2012 – May 2013

**RELEVANT EXPERIENCE**

**IT Assistant** May 2011 - May 2012

ABC Company Minneapolis, MN

* Installed and maintained local area network (LAN) providing upgrades to a variety of hardware and software systems for customers
* Produced network user IDs to ensure new employee access to individual computers
* Maintained directory, file server systems, and security policies to upgrade systems on a weekly basis
* Created and restored images of windows 7 to ensure an efficient work station for employees
* Connected routers, switches, printers, copy machines, scanners, and network cables to guarantee proper technical usage for employees, provided troubleshooting when necessary
* Installed and tested various educational software offering technical support to students, teachers, and administration

**OTHER EXPERIENCE**

**Team Member** July 2010 – August 2013

Target Minneapolis, MN

* Assist customers in finding store products, using expertise and effective communication skills to ensure a positive shopping experience
* Complete customer purchases using knowledge of monetary transactions
* Answer customers’ questions and concerns to ensure a quality, warm, and inviting shopping environment