

MATTHEW WILKINS

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EDUCATION	B.S.- Information Technology Major , Curry College, Milton, MA Expected Graduation: December 2022 Current GPA: 3.49 Dean's List for 3 Years for a Total of 6 Semesters
	High School Diploma , Orono High School, Orono, MN Graduated June 2017 Scholarship recipient from Orono Education Foundation
EXPERIENCE	Tree Trust , Minneapolis, MN Summer 2014-Summer 2016, Summer 2018 Youth Conservation Corps Crew Member, Summer <ul style="list-style-type: none">• Increased park accessibility by building a ramp to the dock, repairing a brick staircase that leads to a trail, and also built a patio for a community fire pit• Improved aesthetic quality of park spaces by building and painting benches and removing old staircase and replacing with newly built timber staircase• Developed construction skills including accurate measurement, installation techniques, and digging and leveling.
	Tree Trust , St. Paul, MN June 2019 to July 2020 Young Adult Conservation Corps Member <ul style="list-style-type: none">• Maintained commercial and residential properties throughout the Twin Cities Metro to meet CPED (Community Planning and Economic Development) and Hennepin County Rail Authorities contract standards.• Operated a Residential Mower and both a 36" and 48" Toro Mower• Paid specific attention to detail by using both a leaf blower and a weed whip to complete property maintenance projects.• Beautified outdoor spaces to improve the community and urban greenspaces.• Repaired a staircase at Westwood Hills Park in Minneapolis.• Participated in bi-weekly employment readiness training in the following areas: interviewing, resumes, cover letters, making a good voicemail, giving and receiving feedback, career assessment, and goal setting.
	Papa Murphy's , Chanhassen, MN September 2015 to August 2021 Crew Member, Part time <ul style="list-style-type: none">• Worked all counter stations to assemble pizzas• Created all products following proper portion charts and prescribed procedures within performance standard times• Interacted with customers as appropriate including assisting with transporting orders to vehicles• Performed restocking function and cleanup upon request
SKILLS	Applications: MS Excel, Word, PowerPoint, MS Project, Open Source Project, MS Access, SQL, Python, Java, Eclipse, Adobe Illustrator, Adobe Photoshop, HTML 5, Scribbler S3 Robot and Software, Autopsy, WinHex, OSForensics, Visual Studio and Draw.io Coursework: Intro Information Technology, Foundations of Hardware, Database Concepts, HTML and Design, Intro Computer Science, Computer Forensics, Fundamentals of Programming, Project Management, Structured Programming, Networking, Object-Oriented Programming, Operating Systems and Information Technology Security