

RAYMOND RODRIGUEZ

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Objective: To obtain knowledge of the day-to-day work of a business through a part time job or full time experience in computer science.

Education: Western Governors University, Salt Lake City, Utah
Major: Computer Science

Experience:

Pleasantdale Chateau, West Orange, NJ

November 2017 – Current

Barback / Bartender

- Prepared and served mixed drinks, cocktails and beer serving a local customer base in a fast-paced, high-volume, team-oriented environment.
- Maintained bar area for bartenders during peak hours, by stocking bar with supplies complying to neat and organized standards
- Managed closing duties, including cleaning entire bar area and back area
- Provided prompt, efficient, friendly, and quality service at all times
- Assisted servers by effectively handling customer complaints and special requests
- Receive and back-stock weekly alcohol and supply deliveries into assigned and allocated areas of the bar.

Abercrombie and Fitch, Wayne, NJ

August 2015 – November 2017

Retail Sales / Stock Associate

- Ensure that all merchandise was correctly labeled and displayed
- Scanned, recorded, and verified received inventory during shipments
- Maintain a clean, neat, and orderly stock room
- Provided excellent customer service and directed people to products on the floor

Saint Peter's University, Jersey City, NJ

March 2016 – January 2017

IT Technician

- Maintaining or repairing equipment
- Implement or perform preventive maintenance, backup, or recovery procedures to computers and Avaya phones.
- Troubleshooting computer,
- Setting up computer security measures on computers
- Configuring computer networks
- Offering technical support on-site or via phone or email
- Installing hardware and software systems
- Create electronic data backup using spreadsheets to prevent loss of information

Special Skills

Computers: Proficient in Microsoft Office products; (Word, Excel, PowerPoint, and Publisher) and also in Dreamweaver, Visual Basic, Illustrator and Adobe Photoshop

Strong Internet Research Skills

Bilingual - Spanish/English

Excellent Communication Skills

Basic Knowledge of Business Management

Special Qualifications

Works well with people of all ages, works well independently, as well as being a team member, can take leadership roles when needed to, and good interpersonal skills, easily adaptable to change. Took college accredited courses into preparing one's self in entering the field of computer science.

References

Furnished upon request

Hello my name is Raymond Rodriguez, I am 22 years old and I am from Clifton, New Jersey. In 2015 I attended Saint Peter's University and was selected to be apart of their honors program. I am currently attending New Jersey Institute of Technology, and a visiting student at Passaic County Community college and have decided to transfer to Western Governors University where I am pursuing a dual major in computer science and in mathematics while attaining a minor in business.

During my course at Saint Peter's University, at this institution I achieved many of my goals and received many awards for my recognition. My first summer course at this institution was a very difficult one but I managed a 4.0 GPA. Prior to the course(s) I applied to the honors college and for my respectable grade, I was accepted into the honors school. During my time here I learned many skills and techniques through fairs provided by the program. I also received the Dean's list awards for the following years of the 2015 and 2016. I was very active on my campus by being evolved in the Campus Kitchen, Campus Ministry, Commuters Club, Theology Club, National Society of Leadership and Success club, and Knights of Columbus. Other than the various clubs, I worked as an IT Technician in the institution's Information Technology Center. During the same time I also worked on the weekends at Abercrombie and Fitch at the Willowbrook Mall.

During my time working for the IT department I learned much more than I have ever anticipated. In short I had to ensure that all merchandise was correctly labeled when deployed. When deploying an item I had to follow the proper guidelines to make sure the item was scanned, recorded, and verified using excel was the inventory software. Hardware and software were also a task on my desk; maintaining or repairing equipment and troubleshooting a variety of computer issues quickly for users was a major portion in my agenda. If issues were happening off campus (Saint Peters' University has two campuses; one in Jersey City and the other located in Englewood Cliffs) the team and I offered technical support onsite or via phone or email.

Working in the retail industry is very I have to ensure that all merchandise is correctly labeled and displayed in an orderly fashion. Also I have to scan, record, and verify that the company received the correct amount of items during shipments. Another key to being an employee of the company is that we have to maintain a neat, and orderly stock room. Other than the work environment being neat an clean as a sales representative I has to provide excellent customer service and directed customers to products of there liking.

I currently work as a bartender and or barback in West Orange. I prepare and serve mixed drinks, cocktails and beer. I maintain the bar area for bartenders during peak hours, by stocking bar with supplies complying to neat and organized standards. In doing so have learned various skills that make me ready for any work environment.

I had several new experiences in forms of internships that is not shown on my resume. I was elected a primary candidate for a technician position in which a small start up company was volunteering to aid children who do not have access to computers. I job was to flash the computers in this case laptops with the latest windows and all the the necessary upgrades for the children. If the computer was running slow I could upgrade the ram. Another role I had over the summer was as a sales representative and help desk technician for Sprint. At this position I would sell upgrade plans to customers wanting to switch over to the network as well as the current phones the customer is using to a newer model. Also answer the phone and delicate which problem the user may be having and as well as coming up with a solution. All of these experiences affected the way I learn and created a better version of myself this then leads to my desire to continue my career in computer science and focus on software and mobile development as well as any other positions to aid me in achieving my goals. Thank you for this opportunity and I look forward to hearing from you.