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# Antonio Alvizo Jr

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## Professional Summary

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A position in Information Technology requiring technical support gained from education in Computer Information Technology, and more than one year of experience maintaining and supporting technology for school teachers and other staff. Computer Technician with background in designing, printer installation, software installation, general hardware installation, database management, keeping systems up to date, general troubleshooting. Seeking challenging position with opportunities for expanding upon existing skill base gained from education in Computer Information Technology.

## Core Qualifications

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- Microsoft Office Expert
- Computer diagnostics and repair
- Hardware & Software support installation and troubleshooting
- Mac and PC expert
- Managing tight deadlines
- Computer programming
- Database maintenance
- Website design / maintenance

## Experience

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- 02/2012 - 08/2014    So Cal Pizza CO — Bell, CA  
Delivery Driver / Sales Representative  
Delivered purchased goods to customers and collected payments in cash or credit card. Resolved customer complaints and adjusted orders. Opened and closed the store, including counting cash, opening and closing cash registers and creating staff assignments. Worked as a team member to provide the highest level of service to customers.
- 08/2014 - 10/2015    Hope Street Elementary — Huntington Park, CA  
Information Technology Support  
Set up, tested and configured networks, desktops, laptops and printers. Resolved technical issues for clients in person, on the phone and through e-mail. Repaired and reinstalled software such as Microsoft Office, and anti-virus software.  
Performed diagnostic tests and repaired malfunctioning hardware and software.

## Education

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- 2016    California State University of Northridge — Northridge , CA, United States  
In Progress: Computer Information Technology  
Minor in Psychology.
- Mastered courses educating in Computer Repair, Computer Algorithms, Computer Data Structures, Computer Architecture and Assembly, Database Management.
- Knowledge in the following programming languages : Java , ARM , HTML , CSS.