36 E 350 N

North Salt Lake, UT 84054

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Travis HoweyA long, thin rectangle to divide sections of the document

# SKILLS

Proficient in social situations, especially in customer service. Basic training in Java programming. Software skills especially Microsoft Office, Google G Suite and Adobe Creative Suite. Clear oral & written expression. A key eye for Social Perceptiveness.

# EXPERIENCE

## **Calldrip, Farmington UT** *— Quality Assurance Manager*

June 2019 - PRESENT

* Work with the development team in assuring updates function as intended.
* Ensuring continuous improvements within the system.

## **Single Source Business Products, Salt Lake City UT** *— Office Administration*

November 2018 - June 2019

* Work directly with contractors and oversight of projects.
* Communicate with employees on how to better their day to day life.
* Maintain a level of professionalism throughout the work environment.

## **Varex Imaging, Salt Lake City UT** *— Material Handler*

November 2015 - August 2018

* Communicate with companies to coordinate shipping schedules.
* Use various programs such as Microsoft Office to organize and maintain data.

# EDUCATION

## **Weber State University, Ogden UT** *— Bachelors Degree*

June 2018 - Present

## **SLCC, Taylorsville UT** *— Associates Degree*

August 2014 - June 2018