

John Davis
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Experience

June 2010 - Present

ABC Inc.

Any Town, NY

Technical Engineer Specialist

- Assisted with the daily supervision and training of engineers.
- Prepare a design basis for the project, based on engineering studies, high end computer modeling and simulation, economic evaluations and consultations with higher ranking officials, Research & Development, and other contributing groups.
- Always manage time and various tasks to meet deadline as well as recognized objectives, and quality performance standards.

January 2009 - May 2010

XYZ Corp.

Any Town, NY

Technical Engineer

- Interact with clients providing excellent customer service on a daily basis with on-site support. Maintain network system topology. Perform preventive maintenance on all supported equipments. Maintained accurate inventory on new & used equipments annually.
- Prepare meeting note & update project schedules and distribute to Management. Follow up on submittal logs & other miscellaneous duties relating to active projects. Diagnose and troubleshoot hardware or software problems on company computer systems.

October 2007 - December 2008

BCD Inc.

Any Town, NY

Technical Engineer

- Answer customer questions over phone, email and IM.
- Reproduce problems, research for solutions and get back to Customers.
- Document solutions in the knowledge base.
- Integrate and test various solutions to meet customer requirements.
- Work closely with engineering on product quality.
- Work with open source issue tracking system.
- Work with open source bug tracking system.
- Provide remote support to Customers through Webex.

Education **Pennsylvania State University, University Park**

May 1987

Bachelor of Science
Chemistry

Any Town, NY

New York University
May 2010

Master of Business (MBA)
Business

Any Town, NY

- I have completed 25 credits including courses in economics, business research and statistics, organizational leadership, human capital management, quantitative reasoning for business, accounting, and business law. Current class is corporate finance. I have 2 classes (6 credits) remaining.

Computer Skills

- Microsoft Word
- Excel
- PowerPoint
- Empower

**Additional Training
Completed**

- ISO Training

References

JeffTheCareerCoach.com