

Christopher A. Meadows

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SUMMARY

Multifaceted, driven, and highly motivated University senior with proficiency in information technology systems. Seeking to apply my technical ability and strong work ethic to deliver results. Will leverage proven experience as a technician to contribute to company goals and needs.

TECHNICAL SKILLS

- **Operating Systems** - Microsoft Windows - 98 and above, Mac OSX, Unix / Linux
- **Programming Languages** - Java, Python, HTML & CSS, PHP, SQL, Visual Basic, Bash
- **Software** – Visual Studio 2019, PyCharm, Atom, MySQL, Kaseya RMM, Autodesk Fusion 360, Microsoft Office Suite, Aloha POS, Toast Tab POS, Digital Redbook, Salesforce, Cruxos
- **Hardware** - Assembly, Maintenance, Printers, Diagnostics and Troubleshooting, 3D Printing & Design
- **Security** – Virus Protection, Backup Management, Encryption, Vulnerability Assessing, Logging
- **Networking** – Configuration, FTP Servers, Web Servers, Media Servers, Databases MariaDB & MongoDB servers, Routing and Switching, Web Design, Google Developers Console, Heroku Cloud CLI
- **Other** - Fluent in English and Spanish

EDUCATION

Florida International University July 2021
Bachelor of Science in Information Technology Miami, FL

Miami-Dade College May 2019
Associate of Arts in Computer Information Systems Miami, FL

EXPERIENCE

Closet Builders, LLC. December 2019 – June 2020
IT Administrator/Market Manager Miami, FL

- Implementing, managing, and monitoring software applications for various functions of the company including accounting, inventory, and human resources.
- Responsible for establishing and maintaining user accounts, file sharing, access privileges, VOIP telecommunications, and overall network software and systems security for 12 administrative employees
- Work with administrative team to define, implement and execute strategies to enhance current software solutions
- Creation and implementation of reports forecasting sales, employee performance, and error tracking
- Monitoring over 35 employees to ensure quality delivery of service and product on a daily basis in compliance with corporate standards in all 6 Florida markets
- Authored multiple policies regarding quality control and accurate documentation of services rendered.

Suviche Hospitality Group, LLC February 2016 – December 2019
Bartender/IT Technician Miami, FL

- Trained new bartenders on crucial job aspects including drink preparation, building valuable customer relationships, and selling techniques
- Prepared alcoholic beverages for bar and table patrons and displayed current knowledge and understanding of various wines, spirits, and house specialty cocktails
- Modified pertinent purchasing items through the backend of point-of-sale systems such as Aloha and Toast to reflect current promotions and sales
- Activated reauthorizations of credit card payments and forced payments for applicable transactions

Fidelis Law Firm, P.A. October 2012 – November 2013
IT Technical Assistant Miami, FL

- Optimized and maintained all company workstations through software and hardware improvements
- Developed automatic programs used to efficiently extract potential client data.
- Maintained electronic organization of sensitive client legal information
- Coordinated incoming client inquiries and information requests

EXTRACURRICULARS

- Inducted Member of Upsilon Pi Epsilon (UPE) Honor Society for computing and information disciplines
- Participant of Annual SFISSA Hack the Flag Competition, 2016-2019