

Brent Baldwin

Phone: [REDACTED]

Email: [REDACTED]

CAREER QUALIFICATION

In my free time, as well as a backup source of income, I buy broken computers, tablets, and phones to repair and resell. I have been doing this for at least five years so experience wise, I have encountered nearly every kind of problem including repairing parts, replacing parts, reflashing operating systems, jailbreaking, rooting, and undoing any damages other people have done in trying to root phones and tablets. I have computer networking/assembly experience from my past job at Baldwin Acoustic, as well as personally as a hobby. I also have decent skill in both C++ and Java languages. I have experience in construction, such as interior framing, suspended ceilings, and job layout from blueprints. I have also worked in an office setting as a purchasing agent, accountant, and rental equipment manager for two years. I also have great management skills and develop relationships with other people very easily.

PROFESSIONAL EXPERIENCE

May, 2006 to June, 2009 – Baldwin Acoustics & Drywall:

Framer, Ceiling Construction, Warehouse management, Inventory Maintenance

Construct interior walls and ceilings, frame to finish. Promoted to shop keeper and material organization/delivery while maintaining clean work environment and stocking materials.

June, 2009 to November, 2010 – Baldwin Acoustics & Drywall:

Accountant, Purchasing Agent, Rental Equipment Manager

Manage all purchased item receipts and attach them to corresponding invoices.

Balance the Accounts Payable side of the material billing.

Order proper materials for jobs by checking each jobs required materials on American Contractor, which was the program used for keeping track of purchases and materials.

Handle office assistant duties such as answering the telephone and filing when necessary.

Track and order rental equipment and manage billing for rentals.

Maintain inventory of job supplies in warehouse.

Keep a good relationship with vendors.

Assure that all material deliveries are accurate and on time.

Type an abridged version of the current business after every weekly meeting for each employee.

December, 2010 to May, 2014 – Egg Lake Sawmill:

Lumber Mill maintenance/Wood Splitter

Maintain cleanliness amongst the warehouse, lumber mill, and surrounding grounds.

Stack lumber and split and stack firewood.

Burn excess scraps and control the burn.

Mow and weed-eat the grounds.

June, 2014 to September, 2014- Country Green Turf Farm:

Sod Caregiver, Irrigation Specialist

Oversee the growth of over 10 acres of grass.

Move and switch irrigation channels throughout the day.

Mow the grass 3 times weekly.

Repair damaged shop equipment.

November, 2014 to June, 2017 – Egg Lake Sawmill:

Lumber Mill Maintenance/Wood Splitter

Maintain cleanliness amongst the warehouse, lumber mill, and surrounding grounds.

Stack lumber and split and stack firewood.

Burn excess scraps and control the burn.

Mow and weed-eat the grounds.

EDUCATION

High School Diploma

Moore High School '06

During high school I attended extracurricular activities such as Mock Trial, Speech and Debate, and Chess club. I studied Visual Basic, C++, and was in Advanced Placement classes for math, science and social sciences.

Credit Towards Associates Degree

Oklahoma City Community College '07

I completed 13 credited hours of classes going towards an Associates Degree in Computer Programming.

Credit Towards Major

The Evergreen State College '14-'16

I completed two years of Liberal Arts college with my focus being in Computer Sciences, specifically in 3D printing and later on doing independent studies in different methods to 3D scan and their effectiveness in order to print a 3D model from the scans. I also took one semester of Java programming and reductive reasoning.

OTHER SKILLS

Very cleanly and orderly. Excellent knowledge of computer software and hardware. Great with people and following instructions. Responsible and timely with all work-related duties. Quick learner. Advanced knowledge in mathematics, English, and social related studies. Great communication skills and prioritizing workload.

REFERENCES

PERSON

RELATION

CONTACT #

Bryan Baldwin

Employer

Adele Hulse

Co-Worker

Bill Maas

Employer

