

Chong Yang

CompTIA A+ Certified

Minneapolis, MN

yangtxoov@gmail.com - 763.568.6797

Offering skills in technical support, software troubleshooting and installation. Keen eye on the latest developments in technology and up to date with the current software to assist end users efficiently. Currently attending Takoda Institute of Higher Learning, enrolled in their Computer Support Specialist program. Seeking a part even job that is able to be flexible with school hours. (Enrolled approximately Monday -Thursday, 9AM-5PM.)

Authorized to work in the US for any employer

WORK EXPERIENCE

Machine Operator

Great Northern Corporation - Brooklyn Park, MN - June 2015 to Present

Responsibilities

Responsibility include setting up the machine to ensure proper working order. Troubleshooting problems during machine operation. Performing random tests to ensure accuracy. Perform safety checks on every machine. Ensure that machines are producing quality products by managing periodic checks on output. Maintain attention to details to ensure that products are produces to quality standards.

Accomplishments

Improved Productivity

Skills Used

Trouble shooting skills

Lead Person

Advance Home Construction - Minneapolis, MN - August 2014 to October 2014

Responsibilities

Manage project, overlooked and supervised the ongoing process and completion of project. Rough Demolition, Sheetrock, Tapestry, Mud work,

Accomplishments

We were able to complete the project even though there were numerous setbacks that initially delayed part of the project

Skills Used

Leadership skills, interpersonal skills, management skills, Knowledge of hands on construction skills

Mail Handler's Assistant

United States Postal Services - Eagan, MN - October 2013 to July 2014

Responsibilities

Sorted and filtered First Class Mail, periodicals. Worked Docks, loading and unloading of Mail. Sort incoming and outgoing mail.

Accomplishments
Sped up Productivity.

Skills Used

Communication skills, Adaptability and Flexibility skills, Interpersonal Skills

Temporary Assignments

Kelly Services inc - Plymouth, MN - November 2012 to September 2013

Assigned to Caribou Coffee Warehouse in Brooklyn center

Sandwich Maker and Overnight sales

Armstrong Subway Restaurants - Minneapolis, MN - August 2011 to October 2011

6930 Brooklyn Blvd # 15, Minneapolis, MN 55429-1303 (763) 253-0504

- Sandwich Maker and Overnight sales; worked the cash register, worked overnights/ in charge of next day preparations and cleaning the store.

Sandwich Maker and Cashier

Erbert & Gerbert's Sandwich Shop - Bemidji, MN - September 2010 to September 2010

Outdoor Crew Member

Tree Trust Summer Youth Program - Saint Louis Park, MN - June 2007 to August 2007

worked alongside a group of peers to complete various projects.

Ex. Retaining wall for a local school and a winding wooden staircase for a local park

Carpenter's Aide

Yang Builders's Inc - August 2003 to July 2006

Assisted in various construction projects and assigned with maintaining and organizing the work area. Also partially responsible for setting up and cleaning after projects.

EDUCATION

Bemidji State University - Bemidji, MN

2009 to 2010

High school or equivalent

Park Center Senior High School - Brooklyn Park, MN

2007 to 2009

SKILLS

Microsoft Office (2 years), Customer Service (3 years), Computer Skills (Less than 1 year), Troubleshooting (1 year), Comptia A+ (1 year), Analytics (1 year), Routers (Less than 1 year), Windows (2 years)

LINKS

<https://www.linkedin.com/in/chong-yang-1b165b18>

CERTIFICATIONS/LICENSES

CompTIA A+

December 2015 to December 2018

ADDITIONAL INFORMATION

Skills

- Basic Microsoft Computer skills,
- Intermediate construction skills
- Outstanding customer Service and communication skills.
- Familiar with windows 7 os, windows xp, windows vista
- Troubleshooting systems and devices.
- Familiar with installing routers, hubs