

# ► Jarred Justin Tobin

3590 High Ct, Wheat Ridge, CO 80033

Phone: 720-454-6718

E-mail: jarredtobin1980@gmail.com

## Experience

Forklift Operator (October 2016 – May 2017)

Prescient Inc. (14401 West 65th Way, Unit B., Arvada, CO 80004)

- Operate forklift to move finished products to shipping area.
- Scan, inventory, stack, and shrink wrap finished product to be shipped.
- Maintain clean work environment at all times.

Landscaper (April 2014 – June 2016)

Summit Services (4350 S Clay St., Sheridan, Colorado 80110)

- Mowing, pruning, weeding, trimming, blowing, aerating, edging, snow removal, driving.
- Worked with crew of 4 to maintain different properties around the Denver area.
- On call in winter for snow removal.

Concrete Production Laborer (February 2013 – September 2013)

Express Employment Professionals (12200 East Briarwood Avenue Centennial, Colorado 80112)

- Work on production line manufacturing concrete stone veneer.
- Worked all positions on line including loading, offloading, scraping, flipping, etc.
- Primary function was running auger to pour concrete into molds as they passed.

Technical Support Representative (October 2007 – June 2009)

Comcast Business Services (7150 S Fulton St, Centennial, CO 80112)

- Document and create trouble tickets for business class customers.
- Perform duties within company guidelines and compliance.
- Troubleshoot LAN/WAN routing on SMC, Netgear, Cisco, and other router/gateway cable modems.
- Troubleshoot e-mail, TCP/IP, firewalls, VoIP, BTS switches, Safari switches, voicemail.

Copier Maintenance and Network Technician (August 2006 – August 2007)

Peak Performance Digital Imaging (165 W 11<sup>th</sup> St, Silverthorne, CO 80498)

- Deliver and pick-up copiers and printers in company box truck.

- Troubleshoot, repair, and setup network components of digital copiers.
- Troubleshoot, repair, and setup digital copiers at customer/subscriber location.
- Modify network at subscriber location for printing, scanning, and faxing from and to PC and e-mail.

Produce Manager (June 2003 – July 2006)

City Market (300 Dillon Ridge Rd, Dillon, CO 80435)

- Manage all aspects of produce department including but not limited to: scheduling, ordering, training, hiring, firing, stocking, inventory, safety procedures and enforcement, etc.
- Customer service and leadership were primary functions.

Network Systems Administrator Paraprofessional (October 1998 – May 1999)

Summit County High School (16201 Highway 9, Breckenridge, CO 80424)

- Maintained network communications throughout school and to an outside T1 line.
- Installed and upgraded hardware and software in labs and offices as needed.
- Set up security using Netware administration tools along with ZEN Works.
- Instructed students and teachers in the use of many educational level software programs including MS office and a computerized card catalogue.