

# Lance Schafhausen

2207 3<sup>rd</sup> Ave SW Rochester, MN 55902  
reformat.it@gmail.com (507) 319-0168

Dear Sir or Madam:

Please accept this letter and the accompanying resumé as an expression of my interest in employment with your organization.

I am currently seeking a position which highlights my extensive IT, electronics, engineering and management capabilities. I am a well trained technician, primarily in IT, electronics, networking, computer repair, active directory and server management, electrical installations and maintenance, plumbing, vacuum pump systems and pneumatics, I also have many years of retail and customer service experience.

I wish to further my career and bring my sound knowledge and experience of electronics and electrical practices, engineering principles, electro-mechanical design, measurement and associated tools into a well defined, solid leadership environment.

Highlights of my career to date have been as lead designer and fabricator of gas meter proving systems, part owner and COO of an independent computer repair and retail outlet, as well as many other technological and supervisory roles.

My personality projects attributes of leadership and my extensive electronics, computer, math and physics knowledge. I take pride in ability to motivate people involved within a project and the diverse aspects of working within a team and the self motivation of working alone.

I am certain that I would make a significant contribution to your company and would welcome the opportunity to discuss further how my knowledge, skills, leadership and personality would best be employed.

Thank you for your consideration and I look forward to your response.

Sincerely,

Lance Schafhausen

Encl: Resume

---

## Lance Schafhausen

---

2207 3<sup>rd</sup> Ave SW  
Rochester, MN 55902

Phone: (507) 319-0168  
Email: reformat.it@gmail.com

---

### Objective

---

To obtain employment within your company using my superb people, technical, organizational, sales and management skills.

---

### Employment History

---

5/2004 to 5/2012

Energy Economics, Inc. Dodge Center, MN

Senior Engineering Technician - Sonicnine Prover Systems

- Develop, build, test, install, calibrate and maintain NIST traceable gas meter proving equipment.
- Travel nationwide for installation, calibration and system support.
- Assist programming team with specifications, debugging and implementation.
- Write technical schematics, internal and end-user procedures and operation manuals.
- Assist sales staff with quotes, proposals and certification documentation.
- Company wide on-site IT, Desktop, and server management.

2/2001 to 11/2003

Rochester Radio Group, Rochester, MN

Traffic/Billing, IT Director

- Maintain commercial logs and billing entries daily for three radio stations.
- IT Duties - PC Repairs, Networks & Upgrades, Operating System & Software Installations.
- Assisted Production Manager and recording engineers with recording software and systems.

6/2001 - 5/2002

Staples Inc. Rochester, MN

Office Equipment Sales / PC Technician

- Set up Brand new store and became Technology Supervisor when opened.
- Retail Sales of electronic office equipment, PCs and peripherals.
- PC repair and upgrades, operating system and software installations .

7/1997 - 11/2000

Computer Source / Computer Renaissance Rochester, MN

COO / Sales Manager / Lead Technician

- Handled all daily operations.
- PC Repairs, New Builds, Networking and Web Development.
- Retail and Internet Sales.
- Order Processing and Bookwork.

10/1996 to 4/2001

Office Max Rochester, MN

Electronics Dept. Supervisor

- Retail Sales of electronic office equipment, PCs And Peripherals.
- Part-time CopyMax Manager.
- Traveled to many other stores in district for displays and training of their employees.

---

### Education, Training and Skills

---

5/2008 MCSE Server/AD and Cisco Network+ Certification training- CareerAcademy.com

5/1999 AS/400 Systems Operator – Rochester Community Technical College

8/1991 ITT Technical Institute, Boise, ID – Electronics Engineering

Electronics skills: digital and analog controls, wiring, schematic and diagrams, assembly, troubleshooting.

Additional Skills: Management and sales, Wire feed welding and metal fabrication.