

Daniel Mattingly

dan_mattingly@yahoo.com
(859)200-9099

633 Big Hill Ave. Apt. F42
Richmond, KY 40475

Objective

Computer electronic networking major seeking an entry-level IT position, with potential growth into a supervisory or management role.

Education

Pursuing a Bachelor of Science degree – major: Computer Electronic Networking from Eastern Kentucky University Current cumulative GPA: 3.36. **Major GPA: 3.636**
Dean's List, Spring 2005. Anticipated date of Graduation: December 2008

Computer and Networking Coursework

PC Troubleshooting & Construction	Microprocessor systems
LANs & PC Communications	Digital electronic circuits
Advanced LAN & PC Communications	CompTIA Network+ course material
Microcomputer & Network Security	Introduction to Visual Basic
Network Switches and Routers (Cisco hardware)	Introduction to C++

Computer Experience

- Software - Microsoft Office (Word, Excel, PowerPoint, Access), Windows 95/98/2000/XP, Multisim, Knoppix, Citrix Server client, Norton Ghost
- Security tools – Microsoft Active Directory, Cisco Router Control Lists, AVG Anti-Virus, SpyBot Search and Destroy, Ad-aware
- Familiar with Windows computer setup and operation
- Knowledge of in-home networks, including wireless systems and security
- Installation and configuration of computer hardware and peripherals
- Limited publishing and graphic design experience

Work experience

- **Management Information Systems Intern, Central Baptist Hospital.** Lexington, Kentucky, June 2007 to December 2007. Responsible for setting up Windows computer systems to be deployed in various hospital areas using Active Directory Group Policies for users and systems, and erasing data off old systems.
- **Customer Service Manager, Wal-Mart Stores, Inc.** Richmond, Kentucky, June 2005 to Present. Duties include supplying customer service, addressing customer service issues, maintaining customer relations, and supervising front-end operations.
- **Assistant Manager, Namco Cyberertainment.** Owensboro and Richmond, Kentucky, April 2003 to August 2003 and March 2004 to June 2005. Responsibilities include electronic game maintenance and repair, and financial bookkeeping of locations in Lexington and Danville.
- **Cashier, Best Buy Co., Inc.** Lexington, Kentucky, October 2003 through December 2003. Responsible for customer financial transactions, and assisting customers with locating merchandise.

Interests and Projects

Building computer systems, based on design specifications
Upgrading computer systems – hardware and software
Willing to gain new skills and experience
Setting up networks, including security via encryption and access control lists