

Kelli Dean

Permanent Address:
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Lexington, KY 40505

OBJECTIVE

Seeking a career related position in a computer related environment.

EDUCATION

Eastern Kentucky University, Richmond, KY

Bachelor of Science– Major: Computer Electronic Networking, 3.75 GPA in Major, 3.184 cumulative GPA

Associate of Computer Technology, 3.439 cumulative GPA

Anticipated Date of Graduation: 05/10/08

Relevant Coursework:

- Network Security
- Intro to Visual Basic
- Advanced Computer Programming
- Intro to Computer Organization
- Data Structures
- Digital Circuits

SKILLS

- Visual Basic
- Java
- Assembly Language
- Java Script
- Adobe/Macromedia
- Microsoft Office Suite
- Microsoft Visual Studio
- Cascading Style Sheet/HTML
- Linux Live and Redhat

EMPLOYMENT HISTORY

IT Specialist 09/2007 – Present

Okonite Cable Manufacturer

- Daily maintenance of network
- Access programming
- SQL and Access Database maintenance
- Staff end user software support
- Network Troubleshooting
- Access Database troubleshooting

Mail Contractor 04/2002 – 08/2007

USPS Contractor, Lexington, KY

- Responsible for the transportation of mail to and from post offices.
- Responsible for the transportation of nightly Postal deposits.
- Managed the maintenance schedule of trucks on my route.
- Distributed payroll checks to employees on the contract.

Store Manager 04/2002 – 09/2002
SGI-Universal Studios, Lexington, KY

- Increased store sales by 10% in the first quarter after takeover.
- Decreased inventory shrink by 40% in six months.
- Responsibilities included cash reconciliation, P&L projections, payroll, budgeting, and inventory reconciliation.
- Managed the recruiting, interviewing, hiring, training, scheduling, and firing, of the store that was budgeted for seven employees.

General Manager 2000-2002
Aarons SEI Inc, Lexington, KY

- Managed the overall operation of the store including all human resource, sales, P&L statements, collections, and ordering along with the acquisition and maintenance of customer base.
- Recruited and trained a sales team that increased month end revenue by 20,000+ consistently.
- Led a team that received several store of the month honors, along with weekly recognitions as well.

Inventory, Delivery, and Loss Prevention Manager 1997-2000
Best Buy, Lexington KY

- Decreased shrink trend by \$98, 000 per year by working a newly organized weekly shrink program and led district in perpetual inventory trends.
- Increased delivery cap by 37% year end, and worked to help drives sales to \$52 million in my last year.

HONORS/ LEADERSHIP ROLES

- Dean's List – Fall Semester 2006, Spring Semester 2007, Summer Semester 2007, and Fall Semester 2007
- Presidents Award Spring Semester 2007, Summer Semester 2007, and Fall Semester 2007
- Epsilon Pi Tau Honor Society

Professional References:
Available on request