
Computer Repair Resume

Job Objective

Obtain a position as Computer Repair.

Highlights of Qualifications:

- Hands-on experience in PC repair and maintenance
 - Wide knowledge of computer system and network configuration
 - In-depth knowledge of the internal hardware of PCs, operating systems, application software, BIOS, and networking
 - Familiarity with operations and maintenance of memory, hard drives, ethernet cards, printers, scanners, and other peripherals
 - Ability to fix, repair, install all computer hardware and software
 - Ability to perform call closure and parts tracking processes
 - Ability to document accurate time and mileage records
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Professional Experience:

Computer Repair
Mylan Inc., Jacksonville, FL
August 2008 – Present

- Tested a variety of computer systems and hardware components.
- Conducted standard repairs and tests of components..
- Tested incoming repaired items from vendor.
- Performed preventive and on-demand maintenance on a variety of personal computer equipment.

Computer Repair
SMARTECH and associates, Jacksonville, FL
May 2006 – July 2008

- Performed installation, maintenance and repairs of laptops and peripherals.
 - Guided customers in the operation and maintenance of their equipment when needed.
 - Tracked and ensured return of all parts.
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Education:

High School Diploma
East St Louis Senior High School, East St Louis, IL

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