

# Austin Barnes

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5600 N. Beach Street Apt. 1033 | (817)-718-1790 | Austinrossbarnes@gmail.com

## Objective

- To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

## Education

### HIGH SCHOOL DIPLOMA | JUNE 2014 | NORTHWEST HIGH SCHOOL

- Completion of the 4 year STEM Program (Science, Technology, Engineering, and Mathematics).

### BACHELORS OF SCIENCE IN INTEGRATIVE STUDIES | 2014-CURRENT | UNIVERSITY OF NORTH TEXAS

- Major: Bachelors of Science in Integrative Studies (Business, Spanish, and International studies)

## Skills & Abilities

### COMPUTERS & TECHNOLOGY

- Proficient computer literacy proven through work experience and personal hobbies.
- Advanced typing skills at 85 words per minute.
- Extensive knowledge with computer software including Point of Sale systems, Microsoft Office (Word, Excel, PowerPoint), Quick Books, Adobe Suite, etc...
- Professional experience with Computer Hardware such as Computer Assembly, Repair, and Maintenance.

### COMMUNICATION

- Excellent written and verbal communication skills
- Confident, articulate, and professional speaking abilities (and experience)
- Years of experience in speaking in front of large audiences, and daily work experience communicating with customers.

### LEADERSHIP

- Entrepreneurial attitude
- Result oriented and goals achiever
- Strong interpersonal skills and positive work ethic

## Experience

### SALES CONSULTANT | BEST BUY | JUNE 2013 – JANUARY 2015

- Recognize the needs of the consumer and provide detailed information to the consumer about the technical specifications of the computer hardware/software offered by the company.
- Advises customers on technical matters and recommends appropriate computer configurations.
- Provide technical support after merchandise is purchased.
- Daily experience in handling large dollar transactions, pricing, and financing.

**ASSEMBLER | GENERAL ELECTRIC TRANSPORTATION SYSTEMS | JANUARY 2015 - CURRENT**

- Daily experience in a dangerous workplace that involves lifting, climbing, and the use of heavy machinery such as forklifts, scissor lifts, pallet jacks, etc...
- Read and comprehend blueprints, complex diagrams, and instructions related to manufacturing of locomotives.
- Work in teams, and collaborate on issues, and find a solution to those issues within small groups using various techniques learned on the job.
- Ability to recognize unsafe, or hazardous conditions and report them as soon as possible to reduce the possibility of an injury, keep the workplace efficient, and up to OSHA standards.