

Nai Sai Aung

3419 Valley Brook Place, Decatur GA 30033

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Summary

- Detail-oriented, responsible, and trustworthy employee who enjoys contributing to a team effort and creating a good working environment.
- Multilingual: fluent in English, Mon, Burmese, Thai, and Malay. Fully authorized to live and work in the U.S.

Certifications

CompTIA A+

Sep 2018

Earle C. Clements Job Corps Academy

Morganfield, KY

- Safe installation and assembly of hardware components.
- Installation of Microsoft Windows (Windows XP - Windows 10)
- Identify and recommend the hardware and software components based on customer's needs.
- Installation of network and telephony components for industry use; including identifying appropriate cables, hardware, and software configurations based on office size.

IC3 Global Standard 5

Apr 2018

Earle C. Clements Job Corps Academy

Morganfield, KY

- Computing fundamentals: able to identify and explain different hardware components

Advanced Leadership Training

Oct 2017

Earle C. Clements Job Corps Academy

Morganfield, KY

- How to prevent and solve problems and effectively use teamwork in a work setting.

Microsoft Office Specialist in Word, Excel, & PowerPoint

Oct 2018

Earle C. Clements Job Corps Academy

Morganfield, KY

Networking Specialist (C-Tech Copper based, and Fiber based)

Dec 2017

Earle C. Clement Job Corp Academy

Morganfield, KY

Education

Earle C. Clements Job Corps Academy

Morganfield, KY

High School Diploma

Nov. 2017

Center Director Award

Dec 2018

Achieved Highest Student Level – Platinum Phase

Volunteered at Union County Elementary School

Work Experience

Tes-amm USA

Feb 2019 - Present

Inventory Specialist

- Responsible for repair Computers, server and other electronics devices and resell to E-bay.

Café Alsace

Feb 2017 - Mar 2017

Dishwasher

Decatur, GA

- Maintained a clean dining environment for customers by bussing dishes quickly and efficiently. Assisted wait staff with meal service during peak times.

References

David Hayes

Computer Tech Instructor

Earle C. Clements Job Corp

2302 Hwy 60 E. Morganfield, KY (42437)

(270) 389-2419 ext. 1333340

Hayes.david@jobcorps.org

Jamale Thacker

Student Counselor

Earle C. Clements Job Corp

2302 Hwy 60 E. Morganfield, KY (42437)

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Joice Nichols

CTR Specialist

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Jennifer Kizer

CTT Supervisor

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