

Robert Monahan

Profile:

Organized and efficient IT professional and part time student beginning my journey into conservation biology

Experience:

Advising Center, Front Range Community College

August 2018 to present—Front Desk Coordinator

- Communicate with an average of 50-100 students, parents and faculty via email, phone and in person per week.
- Coordinate schedules for 22 colleagues using Navigate scheduling software
- Assist students with navigating online student resources, registration and course portals
- Answer 15-30 phone calls per day, transfer calls to other departments and complete confirmation calls for next day appointments

Macalegin Electronics

June 2014 to present—Lead Smartphone Repair Technician

- Supervise 2-4 technicians to ensure a high standard of quality is maintained, for 200-450 smartphones being repaired per week.
- Coordinate with shipping and receiving department head as well as salesmen to ensure product meets customer expectations.
- Train repair technicians on using smartphone software and interfacing tools such as ADB/Fastboot, ODIN, Smart Switch, Z3X, and Chimera.
- Diagnose, troubleshoot, and repair smart phones.
- Complete quality control tests for upwards of 4000 smartphone per week

Education:

Front Range Community College

2017 to present—Associate of General Studies

Student Organizations:

- The National Society of Leadership and Success
- Phi Theta Kappa Honor Society

Personal Info

Location:

Fort Collins, CO

Phone:

720.593.9375

Email:

robert.c.monahan@protonmail.com

Website:

robertmonahan.tech

Soft Skills

Adaptable

Clear Communicator

Active Listener

Punctual

Team Player

Independent & Reliable

Technical Skills

★★★★★ Smartphone Repair

★★★★★ Computer Repair

★★★★☆ Problem Solving

★★★★☆ Algebra

★★★☆☆ Windows Admin

★★★☆☆ Linux Admin

★★★☆☆ Java Programming