**Timothy Grant**

One Morgan Place

Yellow Springs, OH 45387

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(347) 635-2136

**Education**

**Antioch College - Yellow Springs, OH** Bachelor of Arts Degree in progress Expected 2018

**Abraham Lincoln High School - Brooklyn, NY** Advanced Regents Diploma w/ Merit June 2014

**Skills**

* Ability to communicate technical jargon to end users in understandable terms and sympathize with user frustrations.
* Comfortable with Mac and Windows operating systems.
* Proficient with Microsoft Office (Mac and Windows).
* Proficient with Adobe Creative Cloud (Mac and Windows).
* Proficient in creating bootable drives and installing Operating systems on PC.
* Comfortable with virtual computers via Oracle Virtual Box.
* Proficient in the use and repair of computer hardware and software.
* Ability to build computers
* Ability to take on and complete individual projects.
* Ability to teach computer skills to adults and children.
* Comfortable with Microsoft Active Directory.
* Intermediate level Spanish speaker.

**Work Experience**

**Helpdesk Analyst, Antioch College IT Dept.** July 2016 - Present

* Assist IT provide tech support including PC hardware and software installation for Mac and PC.
* Manage electronic inventory of all computers owned by Antioch College.
* Provide support to users using ticket managing system (Service Desk +)
* Provide troubleshooting support to faculty, staff, and students.
* Complete PC hardware repair & software installation/configuration.
* Find solutions to unknown problems online.

**IT Specialist, Tandana Foundation** October 2016 – January 2017

* Provided tech support to Tandana staff, school faculty, and Ecuadorian residents.
* Taught computation classes to students in primary school (grades 5+).
* Completed PC and Mac software installation and configuration for custom programs.
* Created and managed local networks in various locations with and without electricity.
* Worked individually on projects to promote computational learning for Ecuadorian students.

**Tutor, Yellow Springs Code Academy** July 2015 – January 2016

* Tutored youth ages 5-15 on the basics of computer coding (Python, HTML, CSS) and hardware.
* Created and taught lesson plans in collaboration with other tutors and board members.
* Engaged with many returning students who enjoyed coming to class each week.
* Used social media to promote the school and classes to potential customers.

**References**

# **Anna Taft**

Tandana Foundation

Founding Director of Tandana

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**Kevin Stokes**

Antioch College IT Dept., Director of IT

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Dayton Youth Radio,

Project Manager

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