

LUKE KOLTUN

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SUMMARY STATEMENT

Experience with I.T positions & personal projects that enabled me to learn and nurture my computer skills.

SKILLS & ABILITIES

Microsoft Office Certified Specialist (2013):

Microsoft Word, Microsoft Access, Microsoft Excel, Microsoft PowerPoint

Microsoft Certified Technology Associate (2013):

Networking & Security Fundamentals

IC3 Certified Exam (GS5):

Computing Fundamentals, Key Applications, Living Online

Skills and Abilities

- Demonstrated strong work ethic and ability to work under tight timeframes
- Proven ability to work well independently or groups
- Prioritize tasks, and lead technical teams and meetings
- Excellent organizational skills, problem solving, analytical and decision-making skills.
- Established customer service & ticket management skills
- Computer hardware assembly and disassembly

EXPERIENCE

- Created Game Servers
- Maintain, analyze, troubleshoot, and resolve hardware and software issues
- Known Coding Languages: CSS, HTML, SQL, Python, Bash scripting (Linux based)
- Implement VPN(Virtual Private Server)
- Development android (SDK)
- Knowledge of VMware, Active Directory, SharePoint
- Experience with remote management tools
- Worked with the following OS (Debian, Centos, Windows, ISO, Android, Chrome)
- Experience with server management
- Experience with project management
- Freelance web developer
- Demonstrated networking and secure server data management
- Supervised clientele network, and process of employment
- Understands and experience with production, marketing, sales, SEO
- Experience with start-up company development and creation
- Developed applications

EDUCATION

University of Milwaukee Wisconsin (4.0 GPA) (Graduation year 2023)

- Pursuing degree in Information Studies & minor in Computer Science

JOB EXPERIENCE

CEO Of Webhost.sh LLC (Server Hosting & Web Design) (12/2019 - Current)

- Developed Project Management & Web Development Skills
- Proven ability to lead, create, and manage a team, company, and rise brand awareness.

Works at Einstein Bagels Bros (4/6/2016 - Current)

- Worked with a team every day to serve customer needs
- Developed Managerial Skills as shift lead

Nonprof-IT Intern (1/2020 – 8/30/2020)

- Demonstrated communication skills in a group setting
- Developed Project Management & Web Development Skills
- Proven ability to work in a professional setting

UWM Technology Support (SOIS) (10/7/2019 – 5/16/2020)

- Applied communication & problem-solving skills to answer support tickets

The Commons Intern (9/13/2019 – 12/31/2020)

- Developed creative problem-solving skills

Stormonth and Bayside School District (Summer 2017)

- Worked as the I.T assistant overseeing 800 devices
- Proven ability to understand the inventory process