

## Sample Technology Resume

This sample technology resume will give you a quick start on building an effective and optimized resume for your job application. Visitors can feel free to customize and edit our sample technology resume as per their requirement for job application. We hope that our sample technology resume will go a long way in portraying your abilities and skill sets efficiently.

### **RICHARD ANDERSON**

1234, West 67 Street,  
Carlisle, MA 01741,  
(123)-456 7890.

### **OBJECTIVE:**

To obtain a position as a Computer Technician.

### **EXPERIENCE:**

**Kennedy Computer Systems**, Boston MA      2000 – 2002

#### **Computer Technician**

- Provided technical support for the production division of the manufacturing facility.
- Developed and installed operating systems.
- Responsible for the repair and maintenance of printers, monitors, scanners and hardware.
- Provided assistance at the in-house helpdesk providing technical support by phone and in person to the facilities staff.
- Responsible for loading new software and systems on existing equipment.
- Tested systems to ensure the elimination of bugs or viruses.
- Responsible for performing troubleshooting activities prior to the implementation of new systems.

**Watertown Computer Suppliers**, Boston MA      1998 – 2000

#### **Junior Computer Technician**

- Assisted the technicians with the installation of software, modems and drives.
- Tested software and computer equipment prior to 'go live'.
- Provided technical telephone support to correct software and hardware problems.
- Assisted with the repair of computer systems on site and for existing customers and the maintenance of client documentation.
- Performed upgrades on existing computer systems.

**EDUCATION:**

**Massachusetts Institute of Technology**    1995 – 1998

**BS in Computer Science**

**TECHNICAL EXPERTISE:**

Database Systems, Software Engineering, Systems Programming, Programming Languages, Computer Networks, and Windows 95/98/2000, Java, Oracle, Dos, Pentium, Microsoft NT and Novelle.

**PERSONAL DETAILS:**

I am participating in a poverty program that has established a centre to teach young children and adolescent's computer skills.

I am currently taking an on-line [course in Web Design](#).