

**Patrick Williams**  
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**Objective:** To obtain employment in a field where I can use my technical, sales, interpersonal skills, training, and experience to promote a competitive advantage in the business environment.

## **Work History:**

**KarateMart.com, Tempe, AZ** October 2013 - Present  
SEO/SEM Specialist

- Created content for WordPress blogs
- Created Web 2.0 websites
- Title, keyword, meta, header creation and editing
- Backlink building
- Email campaign creation & management using “Campaigner”
- Developed social media campaigns & strategy
- Item Photography, editing, posting

**Cochise College, Douglas, AZ** September 2011 – October 2013  
Computer Lab Tutor

- Instructed beginning adult students in the use of PCs
  - Basic computer use
  - Microsoft Windows 7 Operating System
  - Microsoft Office Suite (Word, Excel, Outlook, PowerPoint)
- Instructed advanced adult students in higher level computer learning objectives
  - Web Design
    - HTML5
    - CSS
    - PHP
    - MYSQL
  - PC Repair (A+ Certification Training)
  - PC customer service skills
  - Networking (Net+ Certification Training)
  - Programming skills
    - C# programming language
    - Microsoft .NET 4 programming
- Webserver Administrator (Apache and IIS Servers)

**P.K. Williams Computer Help, Phoenix, AZ** April 2008 – Present  
Owner, Operator of Technology Business

- Computer Repair and Service Technician
  - Installed residential and commercial computer systems
  - Repaired, serviced laptop and home computers for residential and commercial clients
  - Built and sold home entertainment computers
  - Eradicated computer viruses from commercial and residential computers

- Computer Web Consultant
  - Designed and web-mastered Internet sites for commercial and non-commercial clients
  - Designed and developed SEO strategies for business websites
- Computer & Technology Trainer
  - Taught Veterans Administration clients to use their computers
    - Basic computer use
    - Microsoft Office suite

**Stream Global**, Phoenix, AZ November 2009 – September 2010

- Technical Support and Customer Service Technician for Apple iPad and iPhone
  - Conducted over the phone troubleshooting and customer service
  - Sold Apple Care Service Agreements

**Scottsdale Ranch Community Association**, Scottsdale, AZ September 2008 – November 2009  
Home Owner Association Community Representative

- Served as host at community center functions
- Inspected and maintained the community grounds and lake

**Micor Communications**, Scottsdale, AZ April 2008 – September 2008  
Telecom Cable Installation Technician (COX Communications)

- Installed Internet, video, and telecom cabling into residential and commercial structures
- Performed in-person customer service and equipment troubleshooting
- Sold high-speed, video, and telecom service to in-person customers

## Education

**Cochise College**, Douglas, Arizona October 2011 – October 2013  
A.A.S Computer Information Systems  
Business Management Studies

**Arizona State University**, Tempe, AZ September 2008 – April 2011  
Computer Information Systems Major

**Cochise College**, Douglas, AZ June 2005 – April 2008  
A.A.S Electronics  
Certificate, Administrative Office Aide  
Certificate, Telecom Cable Installation  
Certificate, Basic & Advanced Computer Technology

**Rio Salado College**, Phoenix, AZ September 1999 – December 2002  
A.A.S Organizational Leadership  
A.G.S. General Studies

**Embry-Riddle Aeronautical University**, Prescott, AZ April 1987 – July 1989  
Aeronautical Science Major  
Private Pilot's License  
Multi-Engine Private Pilot License

**United States Air Force Academy**, Colorado Springs, CO July 1983 – December 1985  
Political Science, International Relations Major