

# Garrett Andrew Portwood

---

5485 McCuller's Lane  
Loganville, Georgia 30052  
(770) 710-9602

**EDUCATION** *Bachelor of Business Management, University of North Georgia, expected Fall 2018*

**TECHNOLOGY SKILLS** *Hardware: Computer repair, Computer diagnosis, Computer construction  
Software: Microsoft Excel, Powerpoint, Publisher, Word  
Embedded Engineering: Soldering, PCB, Circuit design, Circuit analysis  
Information Technology: General support, Virus removal, Custom modifications*

**EXPERIENCE** *Deli Clerk* Spring 2016 - Summer 2016  
Publix, Loganville, GA

- Established customer service skills by providing helpful and constructive support to hundreds of customers.
- Managed deli resources by restocking inventory daily, and monitored current dates and labels

*Computer Consultant* Spring 2014 - Fall 2015  
Reboot Computer Company, Monroe/Athens, GA

- Provided customized support to a wide range of customers on a wide range of technical issues.
- Maintained company servers through the use of various remote administration tools.
- Determined and diagnosed software issues to determine proper repair procedures.

*Technician, Employee Developer* Winter 2012-Spring 2014  
Chick-fil-a, Monroe, GA

- Developed customer service and satisfaction abilities through working with hundreds of customers every day.
- Developed leadership skills through training new employees into our program to maximize customer satisfaction.

**COMMUNITY SERVICE** Helped the Race Against Violence. This race raises money for the victims of domestic violence in Georgia.  
Gained 8 hours a semester in high school, Cleaning up parks  
Volunteer at church events, summer camps, clothes and food donations

**EXTRA-CURRICULAR ACTIVITIES** Member, Kappa Sigma Fraternity, Omicron-Lambda chapter  
Member, *National Society of High School Scholars*  
Member, Technology Student Association  
Member, Youth Leadership of Walton County  
Member, Rotaract Club of University of North Georgia  
Member, Enactus Club at University of North Georgia