

Mark Lloyd

1100 Zenith Dr.
Austin, TX 78700
(512) 000-0000

Qualifications Summary Over fifteen years of experience providing total customer service through selling, servicing, and training of electronic office equipment and computer software and hardware.

Experience Crawford Business Machines, Austin, TX (1982-Present)
Service and Sales Representative

- Build and test complete computer systems.
- Service customer equipment on site and in house.
- Provide training on equipment and software.
- Inside sales of supplies and equipment.
- Maintain supply and parts inventory.
- Manage daily office operations.

Precision Methods, Inc. Austin, TX (1981-1982)
Field Service Representative

- Inspected and evaluated computer storage media at customers' facilities.
- Responsible for seven state area.

Home Craftsman Company, Austin, TX (1979-1981)
Installation Technician

Measured and installed custom windows and doors.

Part Time Jobs (1977-1979)
Grocery clerk

- Bergstrom Air Force Base Commissary, Austin, TX
- Tom Thumb Grocery Store, Austin, TX

Education Austin Community College, Austin, TX
Major: A.S. Physical Science
Estimated completion date: Fall 1997
61 hours completed, 3.9 out of 4.0 grade point average.

Southwest School of Electronics, Austin, TX
Electronic Technician Certificate

Del Valle H.S., Del Valle, TX

Activities and interests Computers, basketball, running, movies

REFERENCES PROVIDED UPON REQUEST.