

# Chase DeLuca

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## EXPERIENCE

**Self-Employed Salesperson;** Independent Dealer of Southwestern Products. 12 weeks, Summer 2007.

- Relocated to Maryland to sell educational books door-to-door
- Worked an average of 84 hrs per week, averaged 25 demonstrations per day
- Personal Retail Sales: \$28,000
- Maintained detailed financial records.
- Attended over 80 hours of advanced sales and management training
- Executed all sales, ordering, inventory, accounting and delivery of product.
- Established success principles through direct sales (positive attitude, goal setting, self-motivation).

**Founder and President;** CSUN Acasola Pop-Rock A Cappella. 2006 – 2007.

- Auditioned over 80 students for 12 positions, over 3 auditions cycles.
- Managed a team with no business background to write budgets, collect and manage thousands of dollars, plan weekend trips to Big Bear and San Diego.
- Motivated the team to have a "second year, our first year," performing 35 times and fetching as much as \$300 for a five-minute performance
- Progressed to Quarter-Finals in the International Championship of Collegiate A Cappella
- 2007 – Awarded "Outstanding New Club" award

**Information Systems Intern;** JBL Professional, Northridge, CA. August 2005 – May 2007. Assisted the Helpdesk and System Administrators with miscellaneous technology tasks. Analyzed data and operations, and proposed suggestions to increase efficiency and reduce costs. Examples include:

- Saved the department approximately \$7,000 in annual cell phone bills
- Reduced PC repair turnaround time by as much as 75%
- Implemented warehouse serial-number tracking using existing hardware (150 pieces a day)

**Personal Computer Consultant;** 2000 – Present. Cater to a wide range of clients' needs, developing appropriate rapport with private clients as old as 70, and appropriate teaching styles for students as young as 4. Activities include computer installation and maintenance, tutoring, website consultation and construction, all in ways most appropriate to the individual conditions.

**Office Assistant;** Citrus College, Glendora, CA. January – May 2005. Assisted the Athletics Department faculty and staff with student interaction, filing, data entry and organization, print and web design, computer training and troubleshooting. Example: Set up a free calendaring solution, automating a 90-minute task.

**Computer Teacher;** Burbank Summer Show Camp. Summers 2003 – 2004. Taught children 7-17 yrs old. Faculty advisor of the student-created newspaper. Installed and maintained the class' computer network.

**Co-Founder;** ShowChoir.com, Aug 2001 – Mar 2003. Designed, programmed, and administered the site's database. Also, animated all Macromedia Flash animations for various parts of the web site.

**Editor;** John Burroughs yearbook staff. Offered extensive experience with desktop publishing, while honing digital photography skills. Managed publishing staff of 30. Two school years: 2000-2001.

## IMPORTANT SKILLS

### Computer Technology

Proficient in both PC and Macintosh operating systems (all versions, dating back to 1987).

Strong troubleshooting skills in the areas of software, hardware, and networking.

Knowledgeable about prepress printing

Proficient in many popular programs, including:

- Macromedia Flash and Activescript
- QuarkXpress 5.0
- Microsoft Office, especially Word
- Adobe Acrobat, PageMaker, Photoshop

Knowledgeable regarding website design, operation, and optimization; skills include:

- PHP, HTML, and Javascript (hand coding, not only WYSIWYG)
- MySQL Programming, database setup and management
- Knowledgeable of *appropriate* image/video formats and compression techniques

## EDUCATION

**2005–2007** **California State University, Northridge**, CA. 138 Units, 3.35 GPA. Bachelor of Science in Business Administration, with Management emphasis. Graduated Spring 2007.

**2004–2005** **Citrus College**, Glendora CA. 32 units, 4.00 GPA. Member of the Citrus Singers.

**2001-2003** **Glendale Community College**, CA. 77 units, 3.38 GPA.

References available upon request.