

David Fairchild
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Objective: To plan the most economically viable city and region possible.

Education: Eastern Michigan University
Sophomore
Major: Urban and Regional Planning
Minor: Economics

Work Experience

Dining Room Attendant Eastern Michigan Student Union

August 28th 2004 - Present

Responsible for maintaining a presentable and sanitary dining environment. Responsibilities include sweeping, cleaning up any debris or spills, and promptly changing trash cans. Job involves successfully coordinating with crew members to maintain a sanitary atmosphere. Successfully trained three new employees. Due to record level of performance, responsibilities were expanded to include the maintenance of trash cans on all four levels of the union.

Building Caption Eastern Michigan Student Union

January 8th 2005 - Present

Responsible for working with other team members or independently to setup equipment for events taking place within the student union. Responsibilities include setting up audio visual equipment, chairs, tables, podiums, and risers. Each setup either requires teamwork and a successful work ethic to get the job done in a timely manner. Also responsible for closing the building for the night, making sure that the building has been checked for any maintenance issues or trespassers and that all doors are locked and that all rooms are presentable and locked.

Rite Aid Cashier and Stock Person

July 25th 2004 - August 26th 2004

Responsible for completing sales transactions, handling returns, as well as answering any customer questions about transactions or store merchandise. Also responsible for stocking merchandise and keeping up with current sales and specials.

McDonald's drive thru window operator and closing staff

April 30th 2004 - July 1st 2004

Responsible for accurately taking orders and completing transactions, as well as packing and preparing orders for handout. Also responsible for closing restaurant at night, making sure that all equipment was clean, dishes washed, and trash taken out.

Special Skills

Personal skills

- Comfortable working alone or in groups.
- Excellent communication and diplomacy skills.
- Comfortable in front of small or large audiences.
- Excellent work ethic.

Engineering and Marketing Experience

Invented a vehicle safety system and provisionally patented it in March of 2004. Extensively involved in all aspects of marketing it to companies ever since.

Computer Proficiency

- Basic knowledge of Arc View GIS software.
- Basic knowledge of Dream Weaver and FrontPage website creating software.
- Basic knowledge of Hyper Studio video editing software.
- Some experience with 3D Studio computer animation generator.
- Skilled in Microsoft Word and PowerPoint.

Extensive Broadcasting Experience

News Anchor and Broadcast Engineer Ferndale School District

September 2001 - May 2003

Developed an intimate knowledge of proper broadcasting procedure through extensive involvement with the Ferndale school district television station. Experience was gained via a broadcasting class enrolled in from September of 2001 to May of 2003. In that time the necessary skills were gained to successfully setup, takedown, and operate cameras and audio equipment, as well as setting up and attaining proper camera angles and audio levels during filming. Also both engineered and conducted daily live newscasts and interviewed numerous district and governmental officials during live broadcasts.

Music Director Eastern Michigan Student Radio Station

September 2003 - December 2003

Responsible for contacting and answering the questions of record label representatives, as well as planning what music should be included in all broadcasts. Logged in and submitted music play lists for all DJ's. Cataloged the stations CD's.

References

Kevin Lawson
Manager of Operations, Eastern Michigan Student Union
734-487-1199

Cyndi Jones
Dining Room Coordinator, Eastern Michigan Student Union
734-732-3124