

**Wesley J. Faxlanger**

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### **Professional Summary**

Ability to identify and respond to complex problems swiftly and efficiently to achieve the desired result. Proficiency in rapidly evolving and changing environments, including high-stress and high-risk scenarios. I can adapt to the task and am willing and ready to learn from my supervisors and coworkers. Ability to train new employees while efficiently performing my normal duties.

### **Professional experience**

#### **Williams Orchard (7/2020-11/2021) Sales Associate**

- Assured the quality of products by inspecting inventory and removing products that did not meet the quality standards.
- Managed customer relations by communicating in person and via phone and ensured that all their needs were adequately met.
- responsible for ensuring customer safety with zero incidences resulting in injury to customers or employees over two years.
- Managed inventory by keeping track of orders and inventory, while submitting requests for more inventory when necessary.
- Responsible for maintaining cleanliness of the work environment and adhering to health codes.
- Responsible for sales and managing large orders requiring itemized receipts and communication between multiple persons.

#### **Rappahannock County Library (12/21-8/22) Computer consultant**

- Responsible for recording tasks completed, the time required to complete tasks, and how many individuals required assistance.
- Responsible for maintaining the function and security of the Library Computers.
- Responsible for removing sensitive data from library devices being discarded.
- Responsible for acquiring computer-related services for the library at the best possible price point.
- Responsible for assisting patrons with the use of library computers and their devices.
- Completed tasks such as data recovery, data destruction, device setup, device optimization, and removal of malicious software from devices.
- Responsible for maintaining discretion and confidentiality with patrons who provided access to potentially sensitive information.

### **Education**

2022- Diploma from Culpeper County Public High School -honor roll  
Present- Bachelor of cybersecurity from Old Dominion University GPA: 3.4

### **Awards**

Recognition of excellence in the field of Econ and Personal Finance  
CCHS Academic Excellence Award

### **Other Skills**

First Aid Training  
Computer hobbyist  
Use and setup of audio and visual systems

### **Community service**

Street cleaning in Norfolk once a month 40<sup>th</sup>-42<sup>nd</sup> st for 2h  
Monarch Food Pantry ODU 2h