

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 40th-42nd st for 2h
Monarch Food Pantry ODU 2h