

**Benjamin Hook**

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**Objective**                    **An entry-level information systems position with any sized business.**

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**Education**                    **Bachelor of Business Administration, Information Systems**                    *Expected: May 2010*  
**Andrews University, Berrien Springs, MI**  
• Major: Information Systems  
***Related course work:*** Macroeconomics, Fundamental Accounting, Statistics, Marketing, Business Law, Business Programming, Networking/Telecommunications

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**Skills/Abilities**                    **Software**  
• Microsoft Office 2007 Suite  
  
• Microsoft Visio 2007  
  
• Adobe Dreamweaver CS3  
  
• Adobe Photoshop (Intermediate)  
  
• File Transfer Protocol  
  
• Apple iLife 2007 (Intermediate)  
  
**Networking**  
• Helped re-wire the school of business' network to facilitate gigabit transfer speeds  
• Maintain school of business network, computer labs, and faculty machines  
  
**Hardware**  
• Built multiple PC's for the school of business  
• Repair broken PC's from the school of business

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**Experience**                    **IT Support Staff**, Andrews University: School of Business, Berrien Springs, MI (*August 2007- current*)