

# Ian Wilkerson

Albuquerque, NM 87106

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Authorized to work in the US for any employer

## Work Experience

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### **Audio Visual Technician**

Heritage Hotels and Resorts - Albuquerque, NM

July 2021 to August 2021

- Set-up, operate, and troubleshoot all AV/projection/lighting/conferencing equipment, devices, and systems.
- Label any broken equipment, and communicate problems to manager/supervisor.
- Communicated with other AV technicians and completed projects in timely manner
- Organized large shipments of AV equipment received from various hotel branches
- Tape down and dress all loose wire and cable. Clean and organize presentation equipment for large conferences and banquets
- Communicate any additions or deletions to flowsheets to manager/supervisor.
- Maintained, cleaned and organized AV equipment storage room on daily basis

### **Customer Service Representative and Warehouse Associate**

Steven's Book Shop - Raleigh, NC

May 2015 to October 2019

- Provide customers with information on desired books and resources
- Organized books and assisted manager with overhauling outdated database
- Priced books according to specified guidelines, and handle price markdowns and changes
- Balance the cash register, ensuring that all is in check, and handle any discrepancies on an immediate basis.
- Received incoming shipments of books and loaded outgoing books to trucks
- Provided basic maintenance such as cleaning and store upkeep

### **Warehouse Sortation Associate (Seasonal)**

Amazon.com - Durham, NC

November 2018 to January 2019

- Selected and stacked items according to their weights, sizes, types, and picking priorities under extreme production schedules
- Place containers on conveyor belts to ensure that they reach loading docks on time
- Checked each item to ensure quality standards and packed and labeled properly
- Moved packed and labeled items to delivery pallet, and placed them onto trucks

### **Production Technician Audio Visual**

Elevation Church - Raleigh, NC

August 2017 to December 2017

- Set up audio, visual, lighting equipment for large occupant weekly satellite church services:
- Duties included: unloading and assembly of audio speakers, TV monitors, computers, lighting equipment, cameras, soundboards, microphones, laying cables, musical instruments and assembling visual props
- Communicate with team members in order to provide and gain information
- Supported audio techs, camera operators and producers with equipment maintenance and checks
- Disassembled all audio, visual, lighting, cable and stage equipment and loaded back onto truck

## Education

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### **Associate in Science (AS) in Computer Information Systems: Digital Media**

Central New Mexico Community College - Albuquerque, NM  
Present

### **Certificate in Photography/Videography**

Department of Defense Information School - Fort Meade, MD  
June 2002 to June 2003

### **High school diploma**

Rocky Mount High School - Rocky Mount, NC  
August 1998 to May 1999

## Skills

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- U.S. Army Veteran
- Proven track record for safety in the workplace
- Strong interpersonal communication skills; written and verbal
- Flexible, with a positive attitude and willingness to collaborate with others
- Attention to detail to ensure task/project is right, the first time
- Productive team player; completing tasks/projects in a timely manner
- Basic knowledge of film, Videography, photography
- MS Office Suite, internet navigation, Google Drive and company specific software

## Military Service

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### **Branch: United States Army**

Service Country: United States  
Rank: Private Second Class  
September 2001 to June 2003

MOS 25V: Combat Documentation Specialist  
(Combat Photographer/Videographer)