

Benjamin P Swem Resume

Benjamin Paul Swem

12815 53rd DR SE
Everett, WA 98208
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Born December 26, 1979

Education Brief

Basic First Aid Certification – 12/18/2007
Bloodborne Pathogens Certification – 12/18/2007
CPR and AED Certification - 12/18/2007

GED – 1998 Everett Community Collage
Classes in Avionics – 2006 Cochise Community Collage
Classes in Business – 2006 Cochise Community Collage
Classes in Graphics Design – Art Institute of Pittsburgh/ONLINE
Student, Private Pilot – Northwest Aviation Center



Currently studying business and project management, aircraft design and flight.

Work History Brief

12/2007-08/2008 – Technician, Aviation Technical Services
06/07/2007-12/07/2007 – Tool Room Clerk & Aviation Technician, Volt Staffing
03/05/2007-03/23/2007 – Delivery Driver, City Electric Supply
06/01/2006-02/27/2007 – Delivery Driver, Furniture Impressions
11/2003-06/2005 – 88M Motor Transport Operator, US Army
11/1999-11/2002 – 13P MLRS Fire Direction Specialist, US Army

Skills Brief

Skilled in the assembly, setup and operation of computer systems and specialized equipment.

Ability to learn and become proficient in the setup and use specialized pieces of equipment quickly.

Skilled in radio communications, GPS navigation and map ready and rout planing.

Moderately skilled in the use of Windows XP, MS Office Suite, and OpenOffice Suite.

Familiar with the Mac OS X operating system.

Some basic skills in graphics design and website production and PHP coding.

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EDUCATION

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Basic First Aid Certification – 12/18/2007

Bloodborne Pathogens Certification – 12/18/2007

CPR and AED Certification - 12/18/2007

Current - Northwest Aviation Center

10108 32nd Av. W, Suite C

Everett, WA 98204

425-438-0596

- > Flight Training, Private Pilot
- > VFR Ground School, Private Pilot - Completed

04/02/2007 – 7/06/2007 - Art Institute of Pittsburgh/Online

1400 Penn Avenue, Pittsburgh, PA 15222

1-877-872-8869

US-On-line

Major in Graphics Design – Classes Completed;

- > SS100; UB Strategies for On-line Learning (SPR-1 07)
- > CC113; UY Perspective (SPR-1 07)
- > CC111; YP Color Theory/Color Theory for Web & Multimedia (WIN-2 07)
- > PSY1010; YC Introduction to Psychology (WIN-2 07)
- > CC110; WM Drawing (WIN-2 07)

07/2005 – 7/2006 - Cochise Community Collage

US-Arizona-Sierra Vista

Major in Avionics – 22 Credits Earned

Classes Completed;

- > BUS-183; Starting a Business (SPR 06) 3 Credits
- > CIS-116; Learning to Use the PC (FALL 05) 3 Credits
- > AVT-104; Intro to Electronics (SPR 06) 7 Credits
- > AVT-107; Avionics Fundamentals Incl/UAV (FALL 05) 6 Credits
- > AVT-101; Math for Basic Electronics (FALL 05) 3 Credits

01/2004 - US Army / Driver Training Course

US-KY-Ft Campbell

Certificate of completion earned

- > Track-Trailer Truck Operations, Singles

12/2003 - US Army / Motor Transport Operator Course

US-MO-Ft Leonard Wood

Certificate of completion earned

- > Tractor-Trailer Truck Operations, Singles
- > Basic Truck Maintenance

9/2001 - US Army / Advanced Field Artillery Tactical Data System

US-GA-Ft Stewart

Diploma earned

- > Computer Hardware Setup
- > Basic Networking
- > Software Setup and Configuration

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- > Computer Data Entry

02/2000 - US Army / Field Artillery Training School

US-OK-Ft Sill

Diploma earned

Advanced Individual Training; 13P MLRS Fire Direction Specialist

- > Radio Communications & Setup, SINGARS Radios
- > Military & Civilian Map Reading
- > Computer Data Entry

1998 Everett Community Collage

US-WA-Everett

GED Certificate earned

- > General Education Equivalence (GED) Certification

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WORK HISTORY

Updated August 25, 2008

12/07/2007 – 08/12/2008

Service Technician – Aviation Technical Services

Hangar 3, Snohomish Co Airport/Pain Field
3100 112th St SW, Everett, WA 98208
425-347-3030

Lead: Caral Peterson

Supervisor: Mike O'kelaham

Formally Goodrich Aviation Technical Services

In December I was offered a direct position with the company which I accepted, moving me up from a contractor with Volt Staffing to a direct employee of ATS.

I performed maintenance work on commercial aircraft under the supervision of certified mechanics to perform various maintenance tasks.

Some of my duties were:

- > Safe operation of small tugs to move carts and trailers.
- > Installation and removal of aircraft interior components such as side walls, insulation blankets, floor panels, ceiling panels and seats.
- > Installation and removal in interior monuments such as galleys and lavatories.
- > Protection of custom interior components and monuments of private/corporate jets.
- > Cleaning, inspection and repair of interior components and monuments.
- > Performed basic aircraft servicing.
- > Assisted avionics with the installation of electrical equipment and racks when necessary.
- > Use of hand and air powered tools to facilitate maintenance.
- > Utilized manuals, engineering orders and drawings to facilitate maintenance or modifications.

08/13/2007 – 12/03/2008

Contractor – Volt Staffing

Employee Contracting Company

3500 188th St SW Suite 445, Lynnwood, WA 98037
425-673-1300

Assignment: Aviation Service Technician

Goodrich Aviation Technical Services (ATS)

Hangar 1, Snohomish Co Airport/Pain Field
3121 109th St SW, Everett, WA 98208

Lead: Caral Peterson

Supervisor: Mike O'kelaham

For this assignment I work on the aircraft under the supervision of certified mechanics to perform various maintenance tasks. I assist with such tasks as removing, cleaning and reinstalling aircraft floor panels. I assisted with the installation of aircraft seats, galley, lavatories and other accessories. This is a full time assignment at 40 hours per week.

06/22/2007 – 07/27/2007

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Contractor – Volt Staffing
Employee Contracting Company
3500 188th St SW Suite 445, Lynnwood, WA 98037
425-673-1300

Assignment: Inventory Control Clerk
Goodrich Aviation Technical Services (ATS)
Hangar 1, Snohomish Co Airport/Pain Field
3121 109th St SW, Everett, WA 98208

Lead: Tonja Jones
Coordinator: Liz Rabideau

For this assignment, I worked in the hangar tool room and parts store. I issued tools and aircraft parts to mechanics as requested and checked in tools when they were returned. I utilized an Oracle based database to monitor inventory levels and maintain inventory accuracy, reporting any discrepancies to the coordinator on duty. This was a full time assignment at 40 hours per week.

03/21/2007 - 03/21/2007
Contractor – Core Staff Solutions
Tempe, AZ

Assignment (Single Day): Computer Hardware Setup Assistant
Wells Fargo Bank
50 E Fry Blvd, Sierra Vista, AZ 85635

Contact Was Tim Jones (313) 977-9563

For this assignment, I assisted with the replacement of the branch's computers throughout the bank. My primary responsibility was the physical removal of the old computer units and installation of the new computer units.

03/5/2007 - 03/23/2007
Delivery Driver – City Electric Supply
4266 Industry Drive, Sierra Vista, AZ 85635
Phone 520-224-1101 Fax 520-458-2315

Branch Manager: Armand Celany

As the store delivery driver my primary responsibility was to maintain the company delivery van and to drive that van to deliver electrical supplies to contractors on job sight. When not on deliveries, I assisted with the upkeep of the store and the warehouse. I received materials and took inventory. I operated the branch forklift to move materials and place materials on high shelves within the warehouse.

Some of my duties were:

- > Safe operation of company delivery van to include loading and unloading of supplies to be delivered.
- > Acquire customer signature upon successful delivery of supplies.
- > Inventory receiving, counting and tracking.
- > Safe operation of a small propane fork lift to move supplies within warehouse.

I work for this branch office for 3 weeks prior to moving out of state. I had to leave the company as there were no branch offices for me to transfer to at the location I had moved to.

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06/05/2006 - 02/23/2007

Delivery Driver – Furniture Impressions

2105 E Fry Blvd, Sierra Vista, AZ 85635

Phone 520-459-8424

Business Owner: Larry

I prepared and delivered furniture using the store delivery truck. I assembled all pieces of furniture that came into the store and assisted with display floor setup. I dismantled large pieces of furniture, such as beds, desks, pier-walls and others, in preparation for pickup or delivery.

Some of my duties were:

- > Safe operation of company delivery truck to include loading and unloading of products to be delivered.
- > Setup of products in customer homes.
- > Acquire customer signature upon successful delivery of products.
- > Assemble pieces of furniture for display and/or delivery.
- > Assisted with display floor setup.

11/06/2003 - 06/24/2005

US Army, Transportation Corps

88M Motor Transport Operator

594 Transportation Company, Fort Campbell, KY

As an 88M Motor Transport Operator I operated and maintained military tractor trailer systems (M577 Tractor, Military Simi-truck) to deliver supplies from one base or camp to another. This was a vastly different kind of operation from Field Artillery as the unit is classified as a Line Haul Non Combat Arms Unit. We deployed to Iraq in 06/04 for 1 year.

Some of my duties in 1/39 FA was:

- > Safely operate a military tractor-trailer simi-truck to move materials from one base or camp to another.
- > Secure loads for transport.
- > Area security duties and details.
- > Operation of radio communication equipment and convoy tracking and text messaging software.
- > Perform preventive maintenance on assigned trucks.
- > Performed Security Duties as needed.

Awarded Certificate of Achievement – 12/2003

I have spent 6 weeks assigned to security tower duty monitoring a section of the east border of the camp.

During this time I spent 2 months assigned duty at an internet/phone center at Capt Taji, Iraq where I performed duties as the local computer administrator. My duties included monitoring the network, and performing computer housekeeping tasks. I have also assisted the brigade network administrator with the wipe and re-installation of Windows XP on the computers at my center.

I spend 1 month assigned detail as a dining facility guard.

11/10/1999 - 11/09/2002

US Army, Field Artillery Corps

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13P MLRS Fire Direction Specialist

HHS 1/39 FA MLRS, Fort Steward, GA

C 1/39 FA MLRS, Fort Steward, GA

As a 13P MLRS Fire Direction Specialist my job as to receive and process field artillery fire missions for the Army's Multiple Launch Rocket System. I also performed radio communications duties, information tracking and handling, network setup, equipment setup and basic vehicle maintenance and operation of the Army M577 Mobile Command Carrier.

Some of my duties in 1/39 FA was:

- > Processing of MLRS Fire Missions
- > Operation and Maintenance of a M577 Mobile Command Carrier.
- > Setup, Maintenance and Operation of Military Encrypted Radio Systems
- > Setup, Maintenance and Operation of dedicated computer systems.
- > Maintaining Operations Logs
- > Performed Security Duties as needed.
- > Assisted in office operations.

I was stationed at Fort Stewart, Georgia in the 3rd Infantry Division. My units were the Headquarters and Headquarters Service Battery 1st Battalion 39th Field Artillery (HHS 1/39 FA) and Charlie Battery 1st Battalion 39th Field Artillery (C 1/39 FA).

I spent the majority of my time in HHS as the Battalion Radio Transceiver Operator (RTO). My job there consisted of information management. I received reports from lower echelon units and updated status boards or sent the information to the appropriate officers. I received information and from higher headquarters and passed it on to the appropriate officers. Information through the battalion headquarters passed through me on its way to where it needed to be. I was responsible for the maintenance and upkeep of my vehicle, the radio equipment and hardware as well as computer equipment and hardware for my section.

In C Battery, I was placed in a fire platoon where I performed the primary duties of my MOS, processing artillery fire missions. As this was a much smaller unit, it still involved everything I did up at the Battalion level. Only the information I was handling was for the platoon only. As the highest ranking soldier in the platoon I took command when the platoon sergeant was not around. Working at platoon level required more general organizational and management skills to ensure that the platoon operations center and thus the rest of the platoon operated smoothly.

Awarded the;

Department of the Army, Army Achievement Medal - 04/2002

US Army, 1 Battalion 39 Field Artillery, Certificate of Achievement – 06/2002

US Army, 1 Battalion 39 Field Artillery, Certificate of Achievement – 06/2000

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REFERENCES

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Mike O'kelaham
Supervisor
Aviation Technical Services
3100 112th St SW, Everett, WA 98208
425-347-3030

Caral Peterson
Lead
Aviation Technical Services
3100 112th St SW, Everett, WA 98208
425-347-3030

Tonja Jones
Lead
Aviation Technical Services
3100 112th St SW, Everett, WA 98208
425-347-3030

Liz Rabideau
Coordinator
Aviation Technical Services
3100 112th St SW, Everett, WA 98208
425-347-3030

Armand Celany
Branch Manager
City Electric Supply
4266 Industry Drive, Sierra Vista, AZ 85635
520-224-1101

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SKILLS

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Skills I have gained through work related activities or personal use and study.

- > Windows XP Home/Pro Usage, Intermediate
- > Microsoft Office Word, Intermediate
- > Microsoft Office PowerPoint, Beginner
- > Microsoft Office Access, Beginner
- > Microsoft Office Excel, Beginner
- > Microsoft Office Publisher, Beginner
- > Microsoft Office InfoPath, Beginner
- > Microsoft Visio, Beginner
- > OpenOffice Writer, Intermediate
- > Adobe Creative Suit 2, Beginner
- > Adobe Acrobat, Intermediate
- > Adobe GoLive, Intermediate
- > Adobe Photoshop, Beginner
- > SmartDraw 2008, Beginner
- > Paint.NET, Intermediate
- > OpenCanvase, Intermediate
- > X-Plane suite of Programs, Intermediate
- > Macintosh OS-X Usage, Beginner
- > Website development and arrangement, Intermediate
- > Webpage and website HTML Coding, Beginner
- > Webpage and website PHP 5.0 Coding, Beginner
- > Graphics design, Beginner
- > Computer Installation and Setup, Advanced
- > Computer hardware installation and setup to include; Video Cards, Hard Drives, Memory, Networking, CPUs, Liquid Cooling and others. Advanced
- > Radio Communications, Intermediate
- > GPS Operations and Navigation, Intermediate to Advanced
- > Navigation. Map Reading and Rout Planing, Advanced
- > General Equipment Setup, Instillation and Usage, Beginner to Advanced
- > Forklift Operations, Beginner
- > General mechanical and electrical aptitude.
- > Aircraft Concept Design
- > Multimedia equipment such as video boards, studio cameras, hand held cameras, Beginner