

Karl Lindheimer

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OBJECTIVE To provide home and small office computer network design and consultation services

EDUCATION **B.A., Liberal Studies**, January 2003
Thomas A. Edison State College, Trenton, NJ

A.A.S., Computer Networking (with high Honors), Spring 1999
Raritan Valley Community College, North Branch, NJ

SKILLS

Administrative / Office

- Managed client job scheduling and installation coordination
- Prepared and filed Corporate tax returns
- Managed advertising campaign to identify and retain new clients
- Experienced in electronic accounting / bookkeeping systems
- Proficient in Microsoft Office / LibreOffice applications

Training / Organizational Ability

- Managed daily activities of own business including purchasing equipment and supplies, hiring, budgeting, and payroll
- Evaluated vendors and equipment for use in security, and computer network business
- Wrote contracts for use in security system installation and monitoring
- Created literature and training guides for employees and clients
- Trained employees and clients in proper system operations

Technical / Craft

- Installed and managed a heterogeneous office LAN environment consisting of Windows 95, 98, Me, XP, Win7, Win10, Linux and Mac OS X clients, printers, scanners, file and media servers, and Internet access
- Set up and maintained WEP/WPA2 wireless LAN security to all wireless clients
- Wrote database applications using Microsoft Access to assist in corporate work flow and software / hardware inventory tracking
- Familiar with Unix/Linux/MS DOS/Mac OS X/Windows Operating Systems
- Experienced in cabling residential, commercial and industrial environments
- Installed CATV and data cabling, Wifi and ethernet networks, media servers
- Excellent Design, installation / troubleshooting / logical skills

Equipment Proficiency

- Desktop and notebook computer operation, upgrades, and maintenance
- LAN equipment – Wired / wireless routers and networking cards, switches, Ethernet patch panels, wall plates, cabling
- Oscilloscope, analog / digital multimeter, signal level meter, RF modulator, TDR (time-domain reflectometer), cable locator / tracer
- Cabling and servicing / troubleshooting, hand and power tools

WORK

EXPERIENCE

Self-Employed - President, KNL Systems, Inc., Warren, NJ, 1993-1997
Self-Employed - CEO, MultiAlert Security Systems, Inc., Gillette, NJ, 1989-1997
Installation/Service Technician, C-Tek Cable, Hillsborough, NJ 1990-1992
Consultant – Freelance network design services, Warren, NJ 1999-present