

**SHARON DAVIS**  
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### **HIGHLIGHTS OF QUALIFICATIONS**

- + Sharp analytic, problem solving, and presentation skills.
- + Able to handle a variety of tasks and responsibilities simultaneously and effectively
- + Equally effective working on self-managed projects and as a team member.

### **EDUCATION**

Bachelor of Science, **Electronic Engineering Technology**  
Western Washington University, Bellingham (WWU), WA, June 2004

Scholarships awarded: Sydney S. McIntyre, Jr. Memorial Scholarship  
Marion VanNostrand Memorial Scholarship

### **RELEVANT EXPERIENCE**

#### **Technical Skills**

Researched, designed and built a walking robot for my senior project.  
Assisted Research and Development Engineers in bringing new products into production.  
Built prototype equipment from schematics and blueprints.  
Troubleshoot and repaired Canon facsimile machines, copy machines and other office equipment.

#### **Management**

Trained new technicians in troubleshooting and repair of Canon facsimile and copy machines.  
Supervised 10 – 20 staff on a daily basis.  
Organized events, scheduled staff duties and balanced daily cash flow.  
Managed the Facsimile and Personal Copier Department.  
Wrote a troubleshooting manual for Canon facsimile machines.

#### **Computer Skills**

Proficient in:

- + Unix, Assembly, C, C++
- + Tina, PSPICE, CodeWright
- + Word, Excel, Access
- + MathCad, MatLab

#### **Related Work Experience**

Senior Field Engineer, Manager, McDonald Klein Buisness Machines, Seattle, WA  
Production II, Hewlett and Packard, Corvallis, OR  
Supervisor/Dealer, Harrah's/Skagit Valley Casino, Bow, WA