

James Alpaugh

Objective	Acquire a position with opportunities to increase business responsibilities.		
Experience	2008-2009	Agile Field Service	Eden Prairie, MN
	Operations/Recruiting Manager		
	<ul style="list-style-type: none"> ▪ Interviewed and hired office employees. ▪ Recruited subcontractors in 13 states. ▪ Office purchasing: computer, monitors, skype, ink, misc supplies. ▪ Set up the office network and new computers for employee's workstations. ▪ Answered calls from client and contractors. ▪ Scheduled and tracked work orders. 		
Experience	2000-2008	Triumph Painting	Apple Valley, MN
	Owner		
	<ul style="list-style-type: none"> ▪ Implemented sales and marketing. ▪ Attended to all customer service needs. ▪ Provided a painting service for exterior/interiors and commercial/residential. ▪ Experience in spraying, enameling, varnishing, and painting 		
Experience	1999-2000	Tom's Painting	Apple Valley, MN
	Manager		
	<ul style="list-style-type: none"> ▪ Managed employees on the job site. ▪ Painted interior and exterior. ▪ Provided customer service. 		
Education	2004-2006	University of Wisconsin	River Falls, WI
	<ul style="list-style-type: none"> ▪ Management Information Systems ▪ GPA: 3.0 		
	2003-2004	University of Minnesota	Duluth, MN
Education	<ul style="list-style-type: none"> ▪ GPA: 3.0 		
	2002-2003	Lake Superior College	Duluth, MN
	<ul style="list-style-type: none"> ▪ GPA: 3.5 		
Computer Skills	Windows XP/Vista Word Publisher Internet	Access Excel HTML Networking	PowerPoint Outlook Java
Community	Helped New Orleans in the rebuilding effort. (4/2008)		