

# MATTHEW COLTON

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## SUMMARY OF QUALIFICATIONS

- Ongoing education in mechanical engineering
  - Extensive hands on experience in multiple machine and auto shops
  - Proficiency in SolidWorks and 3D modeling
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## PROFESSIONAL EXPERIENCE

### **Jiffy Lube Multicare, Flagstaff, AZ**

**Feb 2019 - Present**

Assistant Manager, Training Coordinator

- Customer Service/Service Technician to help customers fix their issues in a timely matter
- Provide a timely service and keep customer satisfaction up by working through problems with them
- Clean and maintain an auto shop, as well as work together with coworkers and superiors to keep a positive, well-functioning work environment

### **Green Scene/Essential Blends, Flagstaff, AZ**

**Aug 2016 – Feb 2019**

Shift Lead, Kitchen Staff

- Customer service/Kitchen staff for popular on-campus sandwich and smooth shop
- Place and make orders all manner of food and drink orders with deftness to ensure the highest level customer experience and satisfaction.
- Maintain orderly kitchen and counter environment to meet management, student and customer high standards.

### **Unique Fabrication**

**Summer 2017**

Shop Technician

- Three month summer assignment working on aftermarket modifications to automotive exhaust engines, adeptly using various tools (from a hammer to weld equipment) and materials (from steel and aluminum to wood).

### **Lampost Pizza. Yorba Linda, CA**

**Oct 2014 – Aug 2016**

Kitchen Staff

- Place and make orders all manner of food and drink orders with deftness to ensure the highest level customer experience and satisfaction.
- Cleaned and maintained kitchen environment to meet high customer, management and health code standards.
- Worked professionally and effectively with co-workers, management and customers in a busy, fast-paced environment.

## EDUCATION

- Northern Arizona University, Bachelor's Degree in Mechanical Engineering – Class of Dec 2021
- Esperanza High School – Class of 2016

## RELEVANT COURSES (completed)

- Learning Initiatives for Mechanical Engineers (Year 1 - 3)
- ME482 (Advanced CAD/CAM)
- ME467/ME467L (Manufacturing Processes)
- EE188 (Introduction to Electrical Engineering)
- ME365 (Machine Design, with plans for ME465, Machine Design 2 in Fall 2021)
- ME395 (Fluid Dynamics)

## **INTERESTS**

- Fishing, Photography, Welding and Fabrication

*References available upon request*