

Alyxandra J. Hoxie

Resume

(918) 886-5343
1491 Ash Hollow
Catoosa OK, 74015
ajhoxie@yahoo.com

Profile

- ◆ Experienced working with statistical data to present informative reports.
- ◆ Skilled / Licensed Electrical Apprentice
- ◆ Knowledge of PLC programming and Instrumentation
- ◆ Fire Fighter / First Responder Trained
- ◆ Well Versed in Computer Software

Skills Summary

- ◆ Hazmat Awareness
- ◆ Incident Command System 100 & 200
- ◆ Fire Fighter I & II Certification
- ◆ P6, MS Projects, MS Visio, Delta V, Logix5000
- ◆ Confined Space Rescue Certified
- ◆ Competent at using software to troubleshoot problems

Professional Experience

- ◆ 10 years of Experience at electrical, electronics, and robotics
- ◆ Worked on large industrial as well as large commercial projects
- ◆ Proficient with multiple computer programs and languages
- ◆ Disciplined and goal oriented

Employment History

Orion Industrial Services, LLC 2014 to 2016

Position: Project Engineer

- Responsible for project coordination, tracking progress, inventory, materials, labor and hours, project progress, project schedule. Working directly with Project Manager to ensure smooth project operations.

Position: Control System Specialist

- Training in Delta V PLC programming and assisted with instrumentation setup / calibration.

Orion Industrial Services, LLC (continued)

Position: Project manager

- Oversaw Phase 2B Heat Plant project & Chiller Plant Delta V Charms conversion, both at the university of Arkansas. Assisted small crew of 5 in running conduit, pulling wire, terminating CAT 5, instruments and panels. Attended contractor meetings for project and ran weekly safety meeting for Orion crew.

JD Young 2011 to 2012

Position: Field Service Technician

- ◆ Customer service and support. Troubleshoot and repair copy machines for customers at their work locations. Maintained a parts inventory in personal vehicle and was self reliant in organizing daily tasks and schedule.

GoodYear Rubber Company 2007 to 2012

Position: Electrician

- ◆ Maintained equipment on the 63" Ultra Project and was sent to Italy for training. Basic PLC and Logix 5000 training. Maintained equipment and used software to trouble shoot problems with machines and make program changes as necessary. Assisted where needed to run conduit, install new devices, terminate fiber optic wire, repair automated systems and robots, etc. Was a safety representative for my department and volunteer fire fighter / first responder for plant emergencies.

NBC Channel 27 News 2003 to 2007

Position: Maintenance Technician / Master Control

- ◆ Helped repair and maintain media equipment and building and office equipment. Assisted as needed during live on-air news broadcasts with tasks such as camera and audio operations. In charge of on-air programming and ensure proper shows and commercials hit their target broadcast times.

References

Available upon request.