IVAN SETO

Austin, TX 78704

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**EXPERIENCE**

**Spicy Leaf, LLC**, Austin, TX April 2013 - October 2014

*Co-founder*

* Worked with partner to set up and incorporate company
* Acted as liason between developers and customers
* Utilized Wordpress to create a demo site for customers

**Seven Arrows Elementary,** Pacific Palisades, California November 2005 - July 2013

*Associate Teacher/Technical Support*

* Instruction in 5th Grade Mathematics
* Support 5th Grade classroom providing Social-Emotional and educational support for students
* Instruct 5th Grade Technology class imparting a greater awareness of technology in today’s world along with instruction in the use of computers and various software
* Provide schoolwide computer and technical support

**Karbon Systems,** Los Angeles, California September 2004 – February 2005

*Client Support Specialist*

* Provided BlackBerry and other secure wireless solutions to Fortune 1000 companies and government agencies
* Managed BlackBerry hardware and software support
* Created and managed training regiment for clients

**Cellphone Battery Warehouse,** Los Angeles, California March 2003 – September 2004

*Customer Service Supervisor*

* Supervised customer service representatives
* Provided product consultation and solutions for existing and potential clients
* Facilitated and supported the development of web-enabled inventory management system and database for the purpose of cost reduction and time management
* Analyzed business model and current revenues to develop a business plan to aquire working capital

**EDUCATION**

**University of Southern California,** Los Angeles, California

*Bachelor of Science Industrial and Systems Engineering* Graduated May 1998