

Adam Joseph Curtis

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Key Achievements

- Self-motivated – A long history of being able to following through on projects
- Successfully setup Courier Business
- Successfully setup small business in repair and maintenance of computers for home and business users
- Successfully setup and operated lawn care service
- Full CV available at AdamJosephCurtis.com

Employment history

Portfolio

Web Sites

[Australian International Couriers –http://aic-couriers.com/](http://aic-couriers.com/)

[Sal's Swim School- http://www.salsswimschool.com/](http://www.salsswimschool.com/)

[Leotin Construction Pty Ltd - http://leotin.com.au/](http://leotin.com.au/)

Apps

[Australian International Couriers – Webapp - http://curtec.com.au/](http://curtec.com.au/)

[Australian International Couriers – Android App -](#)

<https://play.google.com/store/apps/details?id=com.curtec.aic&hl=en>

[Sal's Swim School – Android App -](#)

<https://play.google.com/store/apps/details?id=com.curtec.salsswimschool&hl=en>

December 2003 to Present

Koohrya (Self-Employed)

Courier Business started from scratch, covering an area from Tweed Heads to Kippa-Ring in the North and from Capalaba in the East to Ipswich in the West
Currently covering about 2000Km per week.

Skills

- Self-motivated
- Self-starting
- Sales
- Workplace Health and Safety
- Marketing and Advertising
- Company Accounts
- Quotes
- Record keeping
- Customer focused service
- Positive attitude towards both the task at hand as well as customer requirements
- Ensuring the safety of Motor vehicle
- Varying working hours and conditions

1999 to 2003

Curtec Mobile Computer Repairs (Self-Employed)

Established small business with a focus on in-home repairs and maintenance for home computer users. Through this experience I have developed an ability to communicate complicated Hardware and Software language to novice users.

Skills

- Self-motivated
- Self-starting
- Sales

- Workplace Health and Safety
- Marketing and Advertising
- Company Accounts
- Quotes
- Liaise with suppliers
- Record keeping
- Troubleshooting
- Installation and configuration of hardware on the LAN and clients machines
- Installation and configuration of software
- Network support and administration
- Customer phone support/After sales support
- Customer confidentiality
- Repair systems on site
- Data backup and recovery
- Tuition in a variety of software packages
- Customer focused service – in-home
- Positive attitude towards both the task at hand as well as customer requirements
- Varying working hours and conditions

1995 to 1999

Couchy Couchy and Co Lawn Care (Self-Employed)

Couchy Couchy & Co was a small lawn mowing business that I established on the Gold Coast which serviced a broad range of clients. I ceased trading so as to pursue a career change to the field of IT.

Skills

- Self-motivated
- Self-starting
- Business development
- Marketing and advertising business
- Customer service
- Quotes
- Workplace health and safety
- Business accounts

- Record keeping
- Ensuring safe operation of machinery
- Positive attitude towards both the task at hand as well as customer requirements
- Varying working hours and conditions

Education

Date	Course	Institute
CURRENT	BACHELOR OF TECHNOLOGY (COMPUTING STUDIES)	RMIT UNIVERSITY (18 UNITS COMPLETED)
2014	CREATIVE, SERIOUS AND PLAYFUL SCIENCE OF ANDROID APPS	UNIVERSITY OF ILLINOIS - SIGNATURE TRACK
2008	BAR OPERATIONS (CERTIFICATE III IN HOSPITALITY)	GOLD COAST INSTITUTE OF TAFE
2008	PROVIDE RESPONSIBLE SERVICE OF GAMBLING (THHADG03B)	CHALLENGE NATIONAL
2008	PROVIDE RESPONSIBLE SERVICE OF ALCOHOL (CERTIFICATE III IN HOSPITALITY)	GOLD COAST INSTITUTE OF TAFE
2002	STATEMENT OF ATTAINMENT MYOB V11	GOLD COAST INSTITUTE OF TAFE
1999- 2000	DIPLOMA INFORMATION TECHNOLOGY, NETWORK ADMIN AND PC SUPPORT	GOLD COAST INSTITUTE OF TAFE
1999- 2000	CERTIFICATE IV INFORMATION TECHNOLOGY NETWORK SUPPORT	GOLD COAST INSTITUTE OF TAFE
1999	CERTIFICATE IV INFORMATION TECHNOLOGY PC SUPPORT	GOLD COAST INSTITUTE OF TAFE
1999	CERTIFICATE III INFORMATION TECHNOLOGY	GOLD COAST INSTITUTE OF TAFE
1995	CERTIFICATE IN HORTICUTURAL PRACTICES	GOLD COAST INSTITUTE OF TAFE
1987	SWIMMING POOL SUPERINTENDENT	SYDNEY TECHNICAL COLLEGE

Referees

Professional

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