

Timothy Tew

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Education

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| Mechanical Engineering Coursework , <i>Trine University</i> , Angola, IN | Aug. 2018 - May 2020 |
| Relevant Coursework: Graphics, Manufacturing Processes & Equipment, Thermodynamics, Differential Equations | |
| Core 40 with Academic Honors , <i>East Noble High School</i> , Kendallville, IN | June 2018 |
| Relevant Certifications: Microsoft Word, Powerpoint, Excel, Outlook, Code Studio Computer Science Principles | |

Work Experience

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| <i>Cardinal Services, Inc.</i> , Warsaw, IN | Apr 2023 - Present |
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Lead Pre-ETS Transition Consultant

- Oversee day to day operations of programming, answering questions from parents, teachers, business partners, contract holders, VR Youth Counselors and Transition Consultants.
- Manage a team of 7 Pre-ETS Transition Consultants and 2 Seasonal Job Coaches including training, reviewing and approving work schedules.
- Developed Dream Teens summer program at Cardinal Services, Inc. for summer 2023.
- Support students with disabilities and implement plans that emphasize their development of independence, high quality of life and employment through introduction into their community, Vocational Rehabilitation Services and the participant's Individual Support Plan of Employment/Behavioral Support Plan.
- Develop community and business relationships that will aid in the integration of the participant being supported.
- Ensure Transition Consultants are maximizing billable service hours.
- Complete billings, including invoices at the end of each month.

Achievements: Graduate of Cardinal University Class of 2023 (1st Place Project & Presentation)

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| Pre-ETS Transition Consultant | June 2022 - Apr 2023 |
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High school students with disabilities, aging 14 to 22 years old at Tippecanoe Valley & Bremen High Schools:

- Taught valuable life skills that will help students succeed in life and on the job.
- Assisted students in identifying appropriate careers, developing work skills, acquiring real life work experiences and providing contacts with potential employers.
- Coached students through the 5 pillars of Pre-ETS: career exploration, work based learning, secondary education options, workplace readiness training to develop social skills and independent living, and self-advocacy skills.
- Created individualized curriculum.

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| <i>NuMotion</i> , Fort Wayne, IN | Aug. 2021 - June 2022 |
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Service Technician

- Diagnosed, documented, and repaired durable medical equipment while maintaining Medicaid compliance.
- Coordinated with clients and assistive technology professionals for scheduling, training, and repair status.
- Repaired, organized, and created a new system for tracking and repairing the rental fleet that analyzes usage data to optimize inventory space.

Achievements: Certified Safe Driver & Driver Safety Score of 96+

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| <i>Meijer</i> , Angola, IN | Sept. 2020 - July 2021 |
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Inventory Coordinator

- Organized and delegated tasks to stocking teams across multiple shifts to maintain the backstock bay.
- Updated weekly inventory logs to ensure accuracy, increase efficiency, and reduce waste.
- Interacted with customers to assist with their shopping experience.

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| <i>Ashley Industrial Molding</i> , Ashley, IN | May 2018 - Aug. 2019 |
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Industrial Cleaner, Box and Crate Specialist

- Developed strategies to meet OSHA Standards and maximize efficiency of hydraulic presses.
- Created new strategies to minimize damages while packing and securing custom molded plastics during shipping.

Leadership Experience

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| Agape Mobility Ethiopia , Fort Wayne, IN | May 2022 - Present |
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- Train volunteers to clean and repair manual wheelchairs at monthly workshops & prepared 240 chairs for shipment to Ethiopia.
- Designed easy, homemade wheelchair cushions and produced 11.
- Created an organizational system and maintain the wheelchair repair workshop.
- Presented volunteer/wheelchair repair updates at the fundraiser dinner in Dec 2022.
- Coordinated and planned fundraiser dinners in Dec 2022, May 2023 & Nov 2023.

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| RemedyLive , Fort Wayne, IN | May 2022 - Present |
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- Manage booths at events in the Ft Wayne area to chat, listen and love those who struggle with mental health.

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| Carbon Fiber Kayaks , Fort Wayne, IN | Aug. 2021- June 2022 |
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- Communicated with customer about design specifications, and documentation.
- Created complex mathematical equations and CAD drawings of a prototype.

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| The Fight Ministries , <i>Christian Campus House at Trine University</i> , Angola, IN | May 2020 - May 2021 |
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- Trained small group leaders and developed guides and strategies for effective communication, encouragement, support, and accountability for addiction ministries.
- Identified and patched critical weaknesses in accountability softwares such as Covenant Eyes, Incoquito, Victory, and Habit Share.

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| The AVengers (Worship Tech Team) , <i>Christian Campus House at Trine University</i> | Aug. 2018 - May 2021 |
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- Upgraded livestream technologies to utilize OBS, PTZ optics, and Allen&Heath Midi control.
- Produced technical guides and trained volunteers on proper setup, operation, tear down, and storage of equipment.
- Worked with lighting & sound teams to implement technologies & strategies to create a more immersive livestream.