

Arthur J. Freeman

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Education

- University of North Carolina Charlotte, North Carolina
Full Stack Flex Certificate.....2020
- Trained in coding and web tools
- Central Piedmont Community College, Charlotte, North Carolina
Associate of Architectural Technology.....2012
- Trained in 3-D CAD and AutoCAD (Versions 2010-2011)
- AutoCAD Certificate.....2007
- Trained in both Manual Drafting and AutoCAD (Versions 2004-2007).

Skills

Proficient in web languages: HTML, CSS, Javascript, jQuery, Moment.js
Proficient in web development tools: Developer APIs, AJAX, Node.js
Proficient in versioning tools: Git, GitHub
Knowledge of computer systems: MacOS, Windows, Unix
Knowledge of computer programs: MS Office, iLife, Google docs, LibreOffice
Well organized
Helping others to succeed
Successful communication
Works well in groups
Successful problem solver
Detail Oriented
Dedicated to learning new skills
Eager to get the opportunity to assist a diverse group people

Work Experience

- Independence Regional Branch Library
Charlotte, North Carolina.....(Volunteer) 2014 to 2020
- Assisted with re-shelving as directed
 - Retrieve books for patrons by running a 'pull list'
- Johnson & Wales University Charlotte Campus Library
Charlotte, North Carolina.....(Volunteer) 2011 to 2012
- Worked on a shifting project
 - Assisted with re-shelving
- Gaston College Library, Dallas, North Carolina.....(Volunteer) 2008 to 2010
- Worked in Technical Services assisting the Cataloger with processing materials
 - Assisted with processing materials during a project to switch the library from Dewey Decimal to Library of Congress
- CoreStaff/JP Morgan, Charlotte, North Carolina.....2008 to 2010
- Mail clerk, handled opening mass mailings and organizing confidential payments