James Rutkowski

1939 Balmoral Dr.

Brighton, MI 48114

(810) 772-3801

j.r.rutkowski52@gmail.com

To whom it may concern,

After graduating college, the first type of job I wanted was one that would allow me to use Japanese on a daily basis. I found that by working for the Japanese Government, mostly as a chauffeur, for many years. And for a while it was new and interesting and provided me with opportunities for personal growth, but after many years I started to feel stagnated. I started to consider a career pivot. I took a coding bootcamp and for a while, it just felt like a means to an end. Just a way towards a potential new job.

However, it no longer feels like that anymore. After finishing my bootcamp, I have slowly but surely gained a passion for programming and it feels like for the first time in my life I have a clear path forward that I would like to take. For a while now I have just been gaining a breadth of knowledge. Outside of the bootcamp I took, I have some knowledge of Python, some of PHP, a basic understanding of some algorithms, and a little bit of R. But now I am aiming more for depth and understanding in a single tech-stack and that is where my studies currently find me. I am ready to leverage the knowledge I have gained to help your company meet your goals which will, in turn, help me realize my own in a mutually beneficial partnership.

I very much appreciate having the opportunity to apply for this position and am very much looking forward to any opportunity that may be provided to me.

Sincerely,

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SUMMARY

I want to be an asset for your company using the skills that I gained from my recent studies in programming while furthering my knowledge in whatever technologies the job requires me to use both on and off the job.. I also hope to learn a great deal from the more experienced professionals I will be working with.

EDUCATION

Coursera

February 2022 - Present

- Completed Google Data Analytics Certificate
- Completed Python for Everybody Specialization

Career Foundry

February 2021 - September 2021

- Certificate in Full-Stack Web Development.

Eastern Michigan University | *Ypsilanti, MI*

June 2011 - May 2015

- BS in Mathematics, Japanese Language & Culture, and English Linguistics.

EXPERIENCE

Consulate General of Japan in Detroit | Chauffeur

February 2016 - December 2021   - Detroit, MI

- Trusted to drive the Consul General and any VIPs that visited, such as ambassadors or royalty.
- Kept up to date on construction and traffic patterns to assure that the Consul General is on time to appointments.

Consulate General of Japan in Detroit | Butler / Maintenance

October 2015 - January 2016   - Detroit, MI

- Served guests and managed additional staff at official dinners and receptions held at the Consul General's residence.
- Kept the grounds and residence maintained and alerted consulate staff of any problems that arise.

SKILLS

– HTML, CSS, JS, Git, and React framework

– Node.js, PHP, SQL

– Additional knowledge in Python and R

– Microsoft Office or Google equivalent

– Problem Solving

– Analytical

– Desire to Learn

AWARDS

Hilton G Falahee Scholarship for Mathematics – Eastern Michigan University – 2014

Michigan Japanese Language Speech Contest Winner – 2015

LANGUAGES

English – Native

Japanese – Conversational

PORTFOLIO

https://boundforearth.github.io/My-Portfolio-Website/index.html