

# Charlena R. Jackson

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## EDUCATION

**Jim Hill High School**, May 2017, National Honor Society Member.

## TECHNICAL EXPERIENCE

**Customer Loyalty Point Project**, Mississippi Coding Academy, March 2017

*Goal:* To create a program that saves and rewards returning customers

- Wrote numerous programs including customer loyalty point applications with python programming language and SQL.
- Handled database and Web site programming tasks to ensure data was properly saved.

**Personal Webpage Project and T.V Guide Menu**, Mississippi Coding Academy, June 2017

*Goal:* To display our work and personal interest.

- Created personal web page to intel work and show skills we've learned in CSS and HTML.
- Creatively designed and organized T.V. guide menu with responsive operations and customer suggestion box.

**Styling Bootstrap and 960 Project**, Mississippi Coding Academy, August 2017

*Goal:* To progress Bootstrap skills.

- Designed and developed web pages in Bootstrap and HTML.
- Worked also with 960 grid to create website homepage.

## WORK EXPERIENCE

**Sales Associate, Simply 10**

Jackson, MS, February 2017-to Present

- Provide customer assistance catered to specific customer needs.
- Take inventory, track inventory to determine sales, discounts, and breakage.
- Rearrange displays to maximize interest in products and profits.
- Operated the cash registers point of sales software.
- Checked out and counted out with supervisor the till for the day.
- Ran sales report at the close of business to determine growth of sales.
- Maintained a neat and tidy work environment by emptying trash, sweeping, and vacuuming, when necessary.

## TECHNICAL SKILLS

**Languages:** CSS, HTML, SQL, Python, JavaScript

**Operating Environments:** MS Windows

## LEADERSHIP ROLES

- American Legion Girls State -2016.
- Interdisciplinary Center for Nanotoxicity Summer internship -2016.
- Active member of JROTC participating in adventure training, drill and inspection, and the academic team.
- Promoted to Battalion S-6 in charge of Battalion management of administration, maintenance, and security.
- Promoted to Command Sergeant Major for Battalion in charge of drill and color guard performance.
- Intern at Sue's Tech Kitchen 2018.