Jacob Schwartz

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TECHNICAL SKILLS AND QUALIFICATIONS

Languages:
- Proficient in: HTML, CSS, and Java
- Familiar with: Javascript and Python

Engineering Software:
- Autodesk AutoCAD
- Autodesk Inventor

Word Processing and Management Tools:
- Microsoft Office Suite

Operating Systems:
- Proficient in: Microsoft Windows 7, 8, 10
- Familiar with: macOS and various Linux distributions

Graphic Design Tools:
- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign

PROFESSIONAL EXPERIENCE

Technical Support Representative   December 2016 –

University of Dayton Information Technology
- Provided support in the Help Desk and Call Center.
- Experience in Service Center, fixing a wide variety of computer problems.

                                                                 May 2017 -

IT Co-Op

International Automotive Components
- Head of Mobile Phones division and Web Administration.
- Primary responsibilities include maintaining company intranet and mobile phone purchases and maintenance
- Led and developed the upgrade of intranet from HTML4.1 to HTML5
- Provided support for local IT team and Purchase Order creation.

EDUCATION

University of Dayton   Expected Graduation: May 2020

Dayton, OH
- Pursuing Bachelor of Science in Computer Science

ACCOMPLISHMENTS

                                                                 March 2015
- Eagle Scout
- CIW Site Development Associate Certification
- University of Dayton Father Chaminade Scholarship Recipient