

JACK STEVENS

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EDUCATION

University of Denver, Daniels College of Business

Denver, CO

Bachelor of Science Business Administration – Business Information and Analytics

Graduating: June 2024

- GPA: 3.43

Summit High School

Bend, OR

- GPA: 3.73

June 2020

PROFESSIONAL EXPERIENCE

Precise Flight

Bend, OR

Information Systems Intern

June 2023 – September 2023

- Conducted analysis on supply chain management datasets, delivering strategic recommendations for replacement and order requirements to upper management.
- Established a robust Vault using Autodesk's data management software, housing over 10,000 engineering drawings encompassing hundreds of diverse products.
- Produced numerous overlay drawings for oxygen tubing based on Autodesk Inventor samples for various aerospace brands.

Washington Street Community Center

Denver, CO

Cook/Database Work

June 2022 – September 2022

- Cooked meals and served for preschoolers and seniors at our local community center.
- During my time I noticed that their information storage was very outdated and became the manager on the project updating and cleaning the data.

LEADERSHIP AND COMMUNITY INVOLVEMENT

Pi Kappa Phi

University of Denver

Historian

September 2022– December 2023

- Managed alumni communication implementing engagement strategies for maximum involvement.
- Used Photoshop to design two pieces of merchandise a quarter, as well as advertising for events.

Varsity Water Polo

Summit High School

Capitan

September 2019- June 2020

SKILLS

Software: Advanced skills in report building and DAX calculations with Excel, Tableau, JMP and Power BI.

Languages: Knowledgeable in SQL (SSMS), Python, C#, R and VBA.

Microsoft Office: Certified in Excel, PowerPoint, Azure and Word.

Social: Positive Attitude, Fast Learner, Transparent, Honest, Hard Working and Trustworthy.