

Jared Woodcock

Sullivan, MO 63080 | (314) 605-1633 | jared.woodcock@yahoo.com

Detail-oriented and well-organized professional who is looking for a career to best suit my knowledge and strengths, and most importantly, one that I am passionate about. I believe this position in your company fits that description. I am very eager to learn and always looking for ways to problem-solve. I am hoping to leverage my skills in a way to positively impact your company.

KEY SKILLS

Critical Thinking, Verbal and Written Communication, Data Analysis, Microsoft Office Products

Front-End Proficiencies: HTML, CSS, JavaScript, JQuery, Responsive Design, React, Bootstrap

Back-End Proficiencies: APIs, Node, Express, MySQL, Sequelize, MongoDB, Mongoose, REST, GraphQL

Please see my portfolio for a list of some of my projects:

<https://jaredwoodcock-portfolio.netlify.app/>

EDUCATION

WashU Full-Stack Coding Bootcamp, Online

B.S. in Accounting • Fontbonne University *Cum Laude*, St. Louis, MO

- GPA 3.8 • 8x Dean's List • 3 year collegiate athlete

PROFESSIONAL EXPERIENCE

Imperial, Bourbon, MO • *Human Resources Specialist*

5/2021 - 3/2024

Gathered and reported out data to the majority of the company, everyone from the CEO to production floor managers.

Analyzed trends in turnover rates, wage increases and other key metrics related to human

resources activities.

Played a key role in the implementation of a new HRIS system, helping people throughout the company navigate it.

Built out reporting tools through the new HRIS system for several different department heads, including the CEO, COO, CFO.

Handled EEOC claims, worker's compensation, unemployment claims, and hearings.

Developed and implemented performance management systems.

Performed full-cycle recruitment, from job postings to selection and onboarding of new hires.