

# Jeff Bozier, Jr

Baltimore, Maryland

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## Achievements/Projects

- **Leading QA Testing for State of Maryland Firearm System**
- **Creating multiple functional websites**
- **Assisted immigrants with finding their families within America**
- **Aiding in foster care youth mental health**
- **Aiding hospitals in installing their software**

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## Education

### Bachelor of Arts in Sociology

Morgan State University, June 2014

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## Experience

### IT Programmer Analyst II/ QA Tester

July 2023 –

State of Maryland's Department of Public Safety and Correctional Services

- Conduct testing and ensure compliance to business requirements: Participate in code inspections, prepare and execute test cases for users of the respective systems.
- Collaborate with stakeholders: Interact with project managers, developers, and users to understand system requirements. Review documentation, schedule and conduct meetings to ensure alignment.
- Create test plans, checklist, scenarios, search for issues within coding and/or through regression testing of test environments of sites for websites that are owned and are seen over by the State of Maryland.

### Legal Program Coordinator

Jun 2011 – Nov 2013

#### St. Ambrose Housing Aid Center

- Organized and maintained grant-related data for a housing aid center, ensuring compliance with state government audit requirements.
- Facilitated the transition of paper documents to digital formats, ensuring accessibility and accuracy of information for staff members.
- Provided input for software development projects, including website features using HTML, CSS, and Javascript, and led meetings to discuss system tracking updates; collaborated with developers, contractors, supervisors, and investors to ensure effective service delivery.

### Recreation Coordinator

March 2020 – July 2020

### Board of Child Care

- Managed and supervised two distinct programs, including The Caminos program for immigrants who crossed the border and the foster care program, ensuring smooth

operation and delivery of services.

- Provided translation services for immigrants to facilitate effective communication and ensure proper service delivery; maintained compliance with COMAR's policies and procedures.
- Organized and led recreational activities such as obstacle courses, ziplining, and rope courses, fostering a positive and engaging environment; coordinated campus events and established partnerships with businesses to support the integration of youth into American Society and promote mental health within the foster care system.