

# Jordan M. Page

Gobles, Michigan  
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Experienced individual with strong statistical analytic capabilities and ability to work with a variety of data environment. Looking to apply extensive data scientist experience in a fast-paced and dynamic firm to create data collection models that generate insight. Coming with strong programming experience.

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## Technical Skills

Microsoft Word  
PowerPoint

Microsoft Excel (macros & formulas)  
Microsoft SQL

Python Programming

## Education

Data Science Boot Camp  
Thinkful

Kalamazoo, MI  
October 2019

Bachelor of Business Administration  
Western Michigan University  
Major: Accountancy

Kalamazoo, MI  
June 2018

Associate of Liberal Arts  
Kalamazoo Valley Community College  
Business Administration

Kalamazoo, MI  
May 2016

## Professional Experience

### ***Legal Clerk***

Kelly Page, Attorney at Law, Paw Paw, MI

September, 2014 – Present

- Worked for lawyer who practiced criminal defense and family law
- Proofread legal documents for grammar, case citing, and managed where to appear in court
- Answer multi-line phone system, manage incoming calls in order of importance, and take messages for various office staff as well as delivery of messages
- Provided court courier services for filing pleadings and receiving legal documents
- Collected accounts receivable from clients

### ***Nuclear Maintenance Contract Employee***

Palisades Nuclear Power, Covert, MI

May-September, 2014-2017

- Functioned with high security clearance that powered south western Michigan
- Responsible for inspecting and replacing out dated equipment
- Traveled to external sites to dispose of non-compliant equipment
- Managed the daily safety checklist and daily safety meeting

### ***Volunteer***

Campaign Elections, Van Buren County, MI

July-September 2014, 2016

- Assisted with successful elections of the Van Buren County Prosecutor (2014) and the Van Buren County 7th District Court Judge (2016)
- Installed election signs and handed out campaign literature
- Conducted door to door campaigning, ahead of precedence and as part of a voter list

### ***Harvester Operator/Supervisor***

Leduc Blueberries, Paw Paw, MI

June-August 2012-2013

- Supervised a work crew of 5-7 employees, to harvest several thousand acres of the blueberry farm
- Operated the harvester, managed and outlined each individual task for crew members
- Mechanically maintained, serviced, and cleaned the harvester daily