# Jonah Foster

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## WORK EXPERIENCE

**Self-Employed** **July 2021-Present**
Writer Remote
- Manage multiple projects and deadlines simultaneously, delivering high-quality content on time.
- Utilize SEO best practices optimizing articles for search engines and increase visibility and traffic for clients' websites and online platforms.
- Played a vital role in a major web scraping project, utilizing Python and JavaScript for efficient data collection and organization.

**University of Florida CPET** **January 2023-April 2023**
Web Intern Gainesville, FL
- Create and publish web materials through the TerminalFour platform using HTML and CSS, ensuring that all content is up-to-date, accurate, and consistent with the organization's mission.
- Conduct a comprehensive website review, identifying and fixing errors and inconsistencies in site content to ensure a seamless user experience.
- Redesign pages to improve site accessibility and improve the flow of information.

**Dunkin' Donuts** **May 2022-August 2022**
Crew Member Leesburg, FL
- Maintained high standards of customer service in a fast-paced environment.
- Handled cash and followed company policies to ensure consistency.

**City of Umatilla** **May 2017-August 2022**
Lifeguard Umatilla, FL
- Worked collaboratively with other lifeguards to ensure effective pool operations, maintaining open communication, and following established protocols and procedures.
- Provided excellent customer service to swimmers and their families, answering questions, and providing assistance as needed to ensure a positive experience at the pool.

## EDUCATION

**University of Florida** **May 2024**
BA, History Gainesville, FL
- Delta Upsilon Fraternity, Machen Florida Opportunity Scholarship
- Coursework: Information Systems in the Business Environment, Problem solving with computer software

## SKILLS & CERTIFICATIONS

**Skills:** Python, Azure, TerminalFour, WordPress, SEO, HTML, CSS, JavaScript, Git, Figma
**Certifications:** Google IT Support, MS-900: Microsoft 365 Fundamentals, SC-900: Security and Compliance, AI-900: Azure AI Fundamentals, PL-900: Power Platform Fundamentals

## PROJECTS

- **Portfolio:** Built a fully responsive portfolio website in HTML, CSS, and JavaScript, available at jonahfoster.com. It's home to many of the projects I have created, including a random password generator and an Instagram clone.