**Jordan Reid Postak**

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381 N Washington Blvd Apt D103, Ogden Utah, 84404

**Education**

**Weber State University**

Major: Electronics Engineering

2 years complete

-Generals and intro to engineering

**San Juan College**

Major: General

2 semesters complete

**BYU Pathway**

Major: Web Design

Current

-BYU Pathway Connect Certificate

-2 classes in front end Web Development

-2 classes on Python

-Javascript starting next semesters

**Experience**

**Surveyor Technician**

Wall Consultant Group

(2020 - current)

* Visit sites to record survey measurements and other descriptive data
* Operate surveying instruments, such as electronic distance-measuring equipment (robotic total stations), to collect data on a location
* Set out stakes and marks to conduct a survey
* Search for previous survey points, such as old stone markers
* Enter the data from surveying instruments into computers, either in the field or in an office
* Select needed information from databases to create maps
* Edit and process images that have been collected in the field
* Produce maps showing boundaries, water locations, elevation, and other features of the terrain
* Update maps to ensure accuracy
* Assist in aerial photography captured by drones by laying out aerial targets to help align captured aerial photographs with control points throughout the project location.

**Hardware Management Specialist / Assistant Team Lead / Assembly Technician**

JD Machine

(2014 - 2020)

* 5 promotions and 12 raises in 5 years
* Pioneered new position at JD Machine as Hardware Management Specialist.
* Designed and developed the area for the hardware cage and cage worker station.
* Developed processes for managing the Hardware, distribution of hardware, Inventory. and flow of work.
* Developed multiple work instructions for the new position in inventory management.
* Lead a team of assembly technicians in various assembly and installation tasks.
* Engineered various assembly and installation techniques which increase productivity and quality of parts.
* Performed assembly and installation operations on aerospace parts, medical field equipment, and a wide range of other machined parts for various customers.

**Security Officer**

Securitas Security Services

(2014 - 2014)

* Worked my way up to a couple of promotions.
* Became a Flex Officer, responsible for covering any location needed.
* Filed hourly reports which were accurate and detailed
* Because of my excellent service I obtained an officer of the month reward.

**Safety Technician**

Farmington Fire Equipment and safety

(2012 - 2014)

* Helped design and Install complex fire safety equipment in buildings on various mining vehicles including; pickup trucks, dozers, shovels, loaders, haul trucks, draglines and much more.
* Provided fire safety training for multiple companies.

**Counter Intelligence Agent (Help Desk)**

Geek Squad

(2012 - 2012) 6 months

* Helped customers resolve issues with their devices
* Helped customers set up new devices

**IT Help Desk Technician**

Weber State University

(2010 – 2012)

* Used appropriate knowledge and software to perform various computer service tasks.
* Participated in extra training sessions on creating web sites, mobile devices, Novell Groupwise.
* Provided excellent customer service for WSU via email, phone, IT live chat, and in-person.
* Completed over 1,172 IT Help Desk tickets.

**Full time School**

Weber State University,

(2009 - 2010)

**Full time missionary**

for the Church of Jesus Christ of Latter-Day Saints Scotland U.K.

(2007 - 2009)

**Preparing for a mission**

Worked at a local grocery store.

(2006 - 2007)

**Production worker 3**

Pride Industries

(2004 - 2006)

* Responsible for supervising and training employees with and without disabilities.
* Responsible for keeping track of employee’s attendance and of their behavioral goals.
* Supervise attentively and responsible for the speed and quality of the work of the employees.
* Was promoted to off-site vocational training.
* Responsibility for the safety of the employees, holding safety training sessions.