

## Contact

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### Phone

(270) 315 - 9759

### Email

lukej575@gmail.com

### Location

Lexington, KY

### Links

[LinkedIn](#)

[GitHub](#)

## Skills

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HTML5/CSS3/Javascript

Bootstrap

Node.js

Mongoose.js

MongoDB

Express.js

Customer  
Relations

## Certifications

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### Web Developer

#### Bootcamp 2023, Udemy

June 2022 - March  
2023

### Qualified 401(k)

#### Administrator Certification, American Retirement Association

February 2022 - March  
2023

# James Johnson

## Experience

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### February 2022 - March 2023

Nova 401k Associates | Remote

#### Retirement Account Specialist

- Worked to reconcile financial discrepancies by analyzing account information
- Assisted with plan document preparation and filing of necessary provisional updates
- Reviewed vesting, refund eligibility, IRS guideline compliance

### July 2021 - February 2022

Kaiser Aluminum | Newburgh, IN

#### Cold Mill Process Operator

- Performed ordering and organizing tasks in a manufacturing environment
- Operated machinery daily in aluminum rolling process including fork truck, gantry crane, silent hoist

### March 2018 - July 2021

Best Buy | Owensboro, KY

#### Operations Specialist

- Performed warehouse & shipping duties including freight management, order handling, inventory health assessment, and research
- Created weekly inventory health reports to track and correct asset loss issues
- Extensive customer service experience in a retail environment

### January 2015 - August 2015

US Bank Home Mortgage | Owensboro, KY

#### Mortgage Insurance Specialist

- Assisted clients with data retrieval and upkeep of home mortgage accounts, including general and specific mortgage questions
- Manually paid out mortgage insurance bills to third party companies