

# Jordan Free

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Houston, Texas 77004

409-679-7160

## EDUCATION

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C.T. Bauer College of Business, University of Houston, Houston, Texas

**Bachelor of Business Administration in Management Information System,**

**December 2016**

**MIS GPA: 3.4 -- 50% of college expenses earned.**

## Awards

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- Fasken Foundation Scholarship 2013, 2014, 2015

## EXPERIENCE

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### Vessel Pro

August 2016 – Present

- Creating a web application for Hards Marine to log their daily activities to report to the coast guard.
- The application will save the company an average of \$30,000 per vessel due to saving resources on unnecessary processes.

### Debate E-Z Developer

June 2015 – Present

- In an effort to learn C#, created an application for high school debate.
- I will be releasing the app in the Spring of 2017 with 154 schools ready to buy.

### Media Coordinator

First Assembly of God, Saratoga, Texas

October 2011 – Present

- Organize and present videos for an audience of 150 people using Adobe Premier Elements.
- Maintain all audio and visual equipment for quality assurance during Sunday services.
- Built the official church website from scratch, and responsible for updating the website as new information arises.

### Counselor

Kidventure, Houston, Texas

September 2013 – Present

- Prepare and assist in providing curriculum for Pre-K – 5<sup>th</sup> Grade.
- Lead a group of 30+ children through daily after school activities, including homework, group activities and curriculum.
- Ensure sound system, computers, and all equipment used are properly taken care of and put away at the end of all shifts.

### Associate Consultant

Amerishore, Houston, Texas

August 2015 – August 2016

- HESS CAD Support
  - Participate in a team providing excellent customer support to users of 100+ applications.
  - Assist in managing and updating large databases for various company applications.
  - Maintain consistent and accurate communication with customers on the status of their support tickets.
- Responsible for maintaining the SQL onboarding guidebook and assisting new employees with any questions they may have regarding SQL.

## ACTIVITIES

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Management Information Systems Student Organization, Technology Officer,

November 2015 – May 2016

- Responsible for maintaining the MISSO website using html, css, and php on WordPress as a way for members to be more informed and involved.
- Maintain the member database using SQL to ensure accuracy of memberships and data.

Academic Weatherford Project

February 2014 – April 2014

- Researched effective recruitment and retention strategies for an Information Technology department.
- Presented the president and other employees of Weatherford with our ideas.

## SKILLS

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Microsoft Office, WordPress, HTML/CSS, Visual Studios, SQL, JavaScript, XML, C#, Bootstrap, Ruby On Rails, Git