



# Jun Lee

DATA ENTRY SPECIALIST

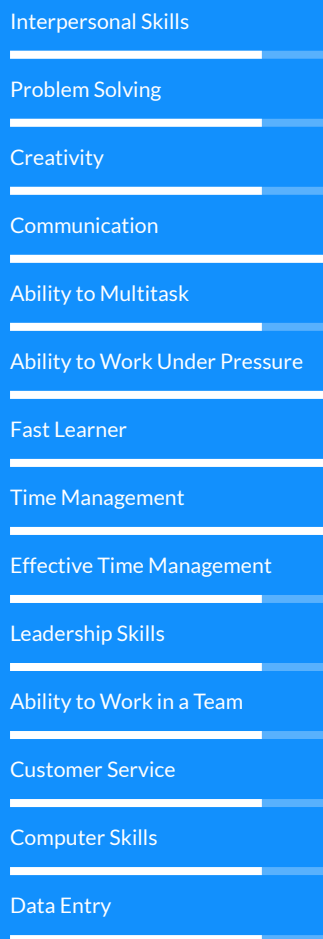
## Details

Norfolk  
United States  
[junwlee95@gmail.com](mailto:junwlee95@gmail.com)

## Links

[LinkedIN](#)  
[My Personal Website](#)

## Skills



## Languages



## Profile

I am a dedicated and highly motivated professional with a diverse background in the Navy, Medical field, and comprehensive computer system knowledge. I demonstrate expertise in efficiently executing complex tasks, fostering a culture of teamwork, and delivering exceptional results under pressure. I possess a strong work ethic and an unwavering commitment to excellence. I am now seeking to leverage my valuable skill sets to contribute to a dynamic organization in a challenging role.

## Employment History

### Dispatcher, Texas A&M Emergency Medical Services, College Station

MARCH 2015 – JULY 2016

A critical public safety role answering emergency calls, coordinating responses, and dispatching police, fire, or medical services. Requires strong communication, quick thinking, and calm under pressure. Vital in saving lives and ensuring community safety.

### Medical Supervisor, BPL Plasma, College Station

AUGUST 2016 – AUGUST 2017

Supervised any medical related readiness for new plasma donors and ensured the health of donors. Was ready to provide basic first aid in the event that the donors did not respond well to the donation process.

### Server, Olive Garden , College Station

OCTOBER 2016 – FEBRUARY 2018

As a server, I performed a crucial role in delivering exceptional dining experiences to patrons in various establishments. My responsibilities revolved around providing attentive customer service, taking and delivering orders, and ensuring a pleasant and efficient dining environment. I greeted and welcomed guests warmly, offering menu recommendations and accommodating special requests to exceed their expectations.

### Emergency Medical Technician , Baylor Scott and White, Austin

SEPTEMBER 2017 – SEPTEMBER 2018

Experienced EMT with advanced life support certifications. Skilled in emergency response, patient assessment, and medical treatment. Compassionate and dedicated to providing exceptional care in critical situations. Seeking to contribute expertise and save lives in a dynamic healthcare environment.

### Customer Support, Wayfair, College Station

SEPTEMBER 2018 – MARCH 2019

Answered e-mails and answered calls regarding customer's orders. Ensured customer's got answers and got their issues resolved in an efficient manner. Provided customers with excellent support.

### Nuclear Propulsion Engineer [ETN2], United States Navy [DoD], Norfolk

OCTOBER 2019 – PRESENT

Nuclear Propulsion Engineer Qualified

- Electronics Technician Nuclear rating in Navy
- Fire Fighting Qualified
- Quality Assurance Qualified
- 3M qualified
- Certified to read and operate Electric Plant Diagrams
- Maintenance on Military Equipment for Propulsion plant operational needs
- Qualified to operate a Nuclear Reactor on a US Navy Carrier
- Data entry expert of hourly logs and plant parameters

## Hobbies

I love making music on my downtime in FL studios, watching anime, cosplaying, hiking, playing video games, and learning new things.

## Education

### Associates, Unviersity of Texas A&M , College Station

AUGUST 2014 – JULY 2016

Degree in Biochemistry

### Online Class, Harvard University, Norfolk

AUGUST 2023 – PRESENT

CS50

### EMT Certification, TEEX, Bryan

OCTOBER 2015 – APRIL 2016

Graduated Top of the Class

### Reactor Operator, United States Nuclear Propulsion School, Charleston

OCTOBER 2019 – JULY 2021

Certified to operate United States Navy Reactor Operators

## Extra-curricular activities

### Continuous Education For Computer Science

JULY 2023 – PRESENT

I am learning on the internet of all skills related to computer science so that way when I get out of the military, I can further my education at a University and get a degree.

I would like to get many certifications along the way such as:

- CompTIA+
- Security+
- PenTest+