

# Jordan Kelsey

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[LinkedIn](#)

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[Portfolio](#)

## WORK EXPERIENCE

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### **Randstad - Production Worker**

2022 - 2023

Waterville, NS

- Collected, organized and reworked products for rubber use
- Collaborated with other departments to ensure proper
- Achieved quality standards according to specifications

### **SPCA - Assistant Manager**

2021 - 2022

New Minas, NS

- Collaborated with outside organizations to receive donations
- Communicated with non-profit partners to reuse excess inventory
- Documented daily cash reports
- Assigned daily tasks and managed a dozen volunteers

### **Value Village - Donation Ambassador**

2020 - 2021

New Minas, NS

- Researched and assessed products for pricing
- Coordinated with other departments to meet business needs
- Trained new employees on best practices

## PROJECTS

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### **First Lego League Volunteer Information System - Project Manager**

- Gathered project requirements
- Created the project work breakdown structure
- Organized team meetings
- Analyzed and assigned project tasks
- Designed volunteer information database
- Developed website prototype

### **Connect 4 - Project Lead**

- Built the Connect 4 game in a team using Python
- Assigned tasks and managed project team members

### **IT Programming Preparation Website - Project Lead**

- Tutored teammates in learning CSS3 and HTML5
- Developed a website based on requirements
- Implemented CSS3 and HTML5 to create the website

## **Personal Blog - Creator**

- Attended a Python programming bootcamp
- Implemented all aspects of a blog using python
- Used SQLite to store information
- Implemented Python Flask web framework

## **IT Job Fair Competition | First Place Team - Research and Script Writer**

- Analyzed project requirements and designed a solution
- Researched remote work security statistics and information

## **EDUCATION**

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### **NSCC - IT Programming**

September 2023 - current

#### **Relevant courses**

- Website Development
- Data Fundamentals
- Operating Systems (Linux/Win 10)
- Networking & Security
- Client Side Programming
- Object Oriented Programming
- Systems Analysis and Design
- Professional Practice

### **Udemy - 100 Days of code: Python Pro Bootcamp**

## **SKILLS**

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- Python
- Java
- MySQL
- SQLite
- HTML/ CSS
- JavaScript
- C
- Unified Modeling Language (UML)
- Database Development
- Software Development

## **EXTRACURRICULAR**

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- Current VP of Activities on NSCC Student Council
- IT Programming Class Representative on NSCC Student Council
- First Lego League Referee Volunteer