

Aydan Wessels

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PROFESSIONAL SUMMARY

Reliable, detail-oriented professional with a background in technology, data systems, and customer support. Skilled in remote collaboration, technical troubleshooting, and clear communication with both technical and non-technical users. Adaptable and quick to learn new tools, with proven experience handling sensitive information, documenting processes, and supporting distributed teams. Seeking remote opportunities in data entry, content review, customer support, or freelance development.

TECHNICAL SKILLS

- **Tools & Platforms:** Google Workspace, Microsoft Office, Slack, Jira, Zoom, GitHub
 - **Databases & Data Handling:** SQL, PostgreSQL, Excel, basic Python scripting
 - **Web & Cloud:** React, Docker, HTML5/CSS3, basic JavaScript
 - **Other Skills:** Data entry, content moderation, customer support, troubleshooting, remote communication, technical documentation
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PROFESSIONAL EXPERIENCE

Remote Support & Developer – EDX, Arlington, TX (2019 – Present)

- Supported teams by writing documentation, tracking issues, and resolving routine technical problems.
- Automated data handling tasks with simple scripts to save time and reduce errors.
- Collaborated with distributed colleagues using GitHub, Slack, and Zoom.

Project Coordinator – Team Industrial Services, Billings, MT (2014 – 2019)

- Managed small teams and coordinated tasks during high-pressure projects.
- Maintained technical records, reports, and compliance documentation.
- Assisted with system testing and troubleshooting for client equipment.

Database Assistant – Irrigation Craft, Boca Raton, FL (2013 – 2014)

- Entered, updated, and maintained 40K+ records in a SQL database.
- Helped digitize vendor catalogs, improving accuracy and efficiency of ordering.
- Provided training and support to staff using the new system.

Data Systems Associate – Amazon.com, Phoenix, AZ (2011 – 2013)

- Entered and processed operational data through command-line and web tools.
 - Wrote simple scripts to speed up repetitive reporting tasks.
 - Supported predictive modeling efforts by ensuring clean, accurate datasets.
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PROJECTS

- **Personal Portfolio Website** – Responsive web card (HTML/CSS/React) showcasing contact info and samples.
 - **Data Handling Scripts** – Small automation projects for repetitive reporting and data entry tasks.
 - **Algorithms Repo** – Public GitHub repository with examples of basic data structures and sorting.
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EDUCATION

- Attending B.S., Bioinformatics – Florida Atlantic University
 - A.A., Biotechnology – Indian River State College
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PERSONAL TAGLINE

“Tech-savvy, reliable, and remote-ready.”