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## SUMMARY OF QUALIFICATIONS

Excellent programming and problem-solving skills. Attention to detail and well organized. Knowledge of multiple programming languages, software, and operating systems. Willingness to learn new skills.

## EDUCATION

### Bachelor's in Computer Science

September 2020 to December 2022

Rowan University, Glassboro, NJ

### Associate in Computer Science

September 2018 to May 2021

Rowan College of South Jersey, Vineland, NJ

## WORK EXPERIENCE

### File Clerk

November 2020 to Present

Rone & Kowalski, LLC, Milmay, NJ

- Sort paperwork according to matter type and alphabetically
- Locate files matching case stated on paperwork
- Add paperwork to file on appropriate backer sorted by date

### Data Entry Clerk

June 2018 to September 2019

Joffe Millwork & Supply Co., Vineland, NJ

- Enter orders and back orders into computer system
- Create invoices
- Scan and file orders and other documents

## TECHNICAL SKILLS

- **Languages:** Ada, C, C++, CSS, HTML, Java, JavaScript, MySQL, PHP, Prolog, Python, Scheme, Swift
- **OS, Environments, and Software:** BlueJ, Eclipse, Git, GitHub, iOS, Jupyter Notebook, Linux, MacOS, NetBeans, PyCharm, Unix, Visual Studio, XCode
- **Frameworks:** Bootstrap, Django, jQuery, jQuery UI, Scrum