

ALEXANDER JACOBS

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OBJECTIVE

Detail-oriented student nearing graduation in Computer Information Systems, with strong technical skills and the ability to learn concepts quickly looking to apply my education and experience to a job in my field.

EDUCATION

Florida Gulf Coast University

Bachelor of Science in Computer Information Systems

Fort Myers, FL

December 2018

- Bright Futures Scholarship Recipient
- Relevant Courses: *Network Security, Database Concepts and Administration, Systems Analysis & Design, Systems Integrations, Intermediate Business Programming*

RELATED TECHNOLOGY EXPERIENCE

Lee County School District Office

IT Support Intern

Fort Myers, FL

January 2019 - Present

- Assisted in reorganization of warehouse inventory by breaking down and building new shelving for better storage usage.
- Wiped incoming hard drives and prepared them to be sold on third party site.
- Kept track of inventory on spreadsheets.
- Aided any employees with questions or concern with any technology related products we have in the warehouse.

RELATED SKILLS

- Analytical and Problem Solving
- Customer Service Focused
- Management and Leadership
- Operating Systems, Windows, MS Office, Excel
- Intermediate knowledge with HTML, CSS, JavaScript, and JSP Web programming languages.
- Familiarity working with SQL and NoSQL databases.

WORK EXPERIENCE

Crown Valet

Valet Parking Attendant

Fort Myers, FL

October 2016 – July 2018

- Constructed payroll spreadsheets
- Performed paging services as needed
- Reported unusual events to management and security personnel
- Upheld quality service standards for all performed tasks
- Carefully drove and parked guest vehicles without causing traffic damage
- Assisted and directed guests with where to park vehicle in company owned lots.

Dollar Tree
Sales Associate / Cashier

Cooper City, FL
May 2015 – July 2016

- Quickly and efficiently resolved customer issues and requests to achieve improved satisfaction scores.
- Organized products on racks and displays with focus on visual appeal and brand standards.
- Answered questions regarding store policies and merchandise.
- Collaborated in creating strategies that drove sales and revenue.
- Prioritized and accomplished wide range of tasks each shift.

LEADERSHIP AND COMMUNITY INVOLVEMENT

Animal Refuge Center <i>Volunteer</i>	September 2014 – December 2015
Everglades Wonder Gardens <i>Volunteer</i>	January 2016 – December 2017
FGCU Virtual Lab <i>Volunteer</i>	May 2018 – July 2018