
AARON TEMPLETON

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portfolio: aarontempleton.com

summary

Computer Science undergraduate student at University of Utah. Interested in any position in web development or software development/engineering.

skills

- | | |
|---------------------|---------------------------------|
|) Strong work ethic |) Teamwork |
|) Fast learner |) Professionalism |
|) Adaptability |) Java, C# |
|) Problem-Solving |) HTML, CSS, JS, JQuery, PHP |
|) Self-confident | (cakePHP) |
|) organized |) Basic knowledge Ruby on Rails |

work history

Legal Assistant, 02/2014 – Current

Richards Law, PC – Salt Lake City, UT

-) Worked as a team with attorneys, administrative assistants and fellow legal assistants
-) Produced legal documents such as briefs, pleadings and appeals
-) Researched statutes, decisions, legal articles and codes
-) Conducted skip traces to obtain case participant information
-) Prepared, drafted and filed documents for executing on judgments and judgment enforcement
-) Provided IT services to the firm, created intranet on cakePHP
-) built website on cakePHP for making notes on collection accounts

education

Associate of Science: Salt Lake Community College

Certificate of Proficiency in Web Programming

Certificate of Proficiency in Software Development

Computer Science major: University of Utah

3.7 GPA

Coursework in Java & Web languages

references

John Richards (employer) Richards Law – 801.274.6800