

**BW****BRANDON WILLIAMS**

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## SUMMARY

Information Science graduate looking to develop upon his IT and business skills to form a lasting and rewarding career. Knowledgeable of current technological trends and languages. Highly motivated to achieve and learn coupled with a fantastic work ethic. Post graduate studies focused on web design and analytics.

## SKILLS

- Superb Customer Service skills.
- HTML, CSS, JavaScript for Web Design and SEO.
- Knowledgeable in multiple programming languages such as Java and C, including the managing of databases through SQL.
- Extensive use of Excel and Word.
- Experience in Data Analysis using IBM SPSS.
- Meshes well in a team setting.

## EXPERIENCE

### FRONT DESK ATTENDANT • SUNY OSWEGO • FEB 2016 – MAY 2018

- Maintained the front desk of a residential and administrative building.
- General customer service such as face-to-face interaction, answering phone calls and responding to emails.
- Record keeping of equipment and other utilities loaned to residents through Microsoft Excel.
- Receiving and logging of residential mail.

### SALES CONSULTANT • BEST BUY • OCT 2018 – PRESENT

- Working in the Computing Department informing customers on a wide assortment of laptops, desktops, all-in-ones, software, and accessories.
- Assisting in the Connected Home department informing customers on routers, mesh networks, better internet practices, security devices such as cameras, smart locks, and lights.
- Operating POS machines and Credit Card applications, customer lookup, and navigating purchase histories.
- Adhering to Best Buy standards and practices involving security of merchandise and theft protection, customer service, and store upkeep.
- Performing other duties such as stocking and logging of merchandise as directed by Floor/General Managers.
- Handling of sensitive customer information such as credit cards and addresses.



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## **FREELANCE WEB DESIGN**

- Maintaining directories and updating current websites for clients ranging from Industrial Auditors to musicians.
- Building upon UI/UX design of websites, researching trends and pushing towards new ideas.
- Prefers to work closely with clientele to exactly meet their expectations and needs for their website. This includes constant contact, updating the draft site for their review, and making necessary changes per client's request.
- Researching best SEO practices to maximize website findability and visibility.

## **PORFOLIO**

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[pi.cs.oswego.edu/~bwilli21/](http://pi.cs.oswego.edu/~bwilli21/)

## **EDUCATION**

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### **INFORMATION SCIENCE - BACHELOR • MAY 2018 • SUNY OSWEGO**

- Coursework in Data Analytics, Telecommunications, Systems Programming, Software Engineering, Human Computer Interaction, and SQL.
- Graduated with a minor in Computer Science.
- 3.7 Major GPA.
- Experience working under multiple development methodologies, such as Agile & Kanban.
- Multiple Dean's List placements.