

Jacob Chance Tipton

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Education

Georgia College & State University

Milledgeville, GA

BBA Management Information Systems

Dec 2024

- GPA 3.40
- Study Abroad [Netherlands, Germany, France] – Trained by SAP in Design Thinking

Skills

Software Development & Tools: SharePoint, Python (front/back-end dev), Salesforce, MySQL, Flask, Cisco Packet Tracer, SAP S/4 HANA, ERP Sim, Microsoft AX, Oracle, Linux (Ubuntu), Asana, Flask

AI Development: OpenAI APIs, Prompt Engineering

Data Analysis: PivotTables, Lucidchart/Signovio, PowerBI, SigmaXL

Team Leadership: Project manager of 5-person team, assisted and lead multiple cross-functional projects

Experience

Fouts Bros Inc | Solutions Design Analyst

Milledgeville, GA | Nov 2024 – July 2025

- Project Manager of a Material Resource Planning Data Clean-up Project consisting of 5-person team
- Administered SharePoint site for a \$300M company, managing permissions, pages, and custom lists
- Built and maintained workflows to automate supplier data processes and reduce manual input
- Created SOPs and end-user documentation to support adoption and long-term site usability

Jacksonville Electric Authority | Process Improvement Intern

Jacksonville, FL | May 2024 – Aug 2024

- Worked with HR Solutions Team consisting of Six Sigma Master Black Belts on various process improvement projects
- Administered Intern SharePoint site managing user permissions, pages, and custom lists

Naval Facilities Engineering Systems Command | Intern

Saint Mary's, GA | May 2023– Aug 2023

- Processed over 1,500 government contract files, ensuring accuracy, compliance, and timely documentation for federal and military projects
- Shadowed engineering professionals on large-scale government and military job sites

Certifications/Projects

Six Sigma Yellow Belt

Tractor Sales Python Flask App

- https://github.com/ctipton1/final_project_phase_4_tipton.git

Campus Involvement

Kappa Sigma | Lambda Xi Chapter

President

Nov 2023 – Nov 2024

- Created recruitment initiatives that resulted in a 51% increase in membership
- Increased fundraising revenue by 102% over 5 months, raising 4500 dollars
- Implemented Alumni Speaker Series to enhance personal and professional development

Treasurer

Nov 2022 – Nov 2023

- Maintaining all financial records related to the fraternity via M365
- Implementing new policies that have allowed for growth within the fraternity.
- Managed \$60,000 per semester through a strict self-designed budget.