

Jose “David” Meza

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EDUCATION

University of Mount Olive

Mount Olive, NC

- Bachelor of Science: Management Information Systems
- GPA: 3.87 / 4.00 (Graduated Magna Cum Laude)
- Relevant Coursework: Application Programming, Computer Security+, Network and Telecommunications, DBMS, Project Management, E-Commerce, Data Analysis w/ SAS

SKILLS

- Programming languages: Ruby, Python, C++, Javascript
- Front-end web development: HTML5, CSS3, Sass, Bootstrap framework, and jQuery library
- Back-end web development: Ruby on Rails, SQLite3, Active Record, PostgreSQL
- Support practices: [Github](#) (version control), Heroku (cloud platform)
- Proficient in relational databases: creating data schema and writing SQL queries
- Expert in Microsoft environment, including MS Suite (Word, Excel, PowerPoint, Access, etc.)
- Knowledge of crucial system security protocols, and network infrastructure and configuration
- Excellent analytical skills; quick to learn and adapt to new environments
- Strong written, listening, and communication skills; ability to work in teams and collaborate
- Proficient in written and spoken Spanish and English

WORK EXPERIENCE

University of Mount Olive

Mount Olive, NC

Information Technology Intern

August 2013 – May 2014

- Provided direct technical assistance to the university’s staff, faculty, and students
- Installed and maintained computer systems, and investigated software and network malfunctions
- Monitored antivirus software and updates, and ensured data security through differential backups

Pioneer College Caterers, Inc.

Mount Olive, NC

Assistant Manager

January 2014 – May 2015

- Processed vendor invoices, administered the social webpages, and calculated inventory costs
- Kept track of register terminals, monitored expenses, and deposited large sums of profit weekly
- Ensured high standards of customer satisfaction and service in time-constrained situations
- Prioritized in high pressure situations, while maintaining careful attention to detail

University of Mount Olive

Mount Olive, NC

Peer Academic Leader

August 2012 – May 2013

- Tutored college students in programming, CIS, math and history on a personal basis weekly
- Designed and supervised learning sessions with groups of 30 students
- Demonstrated leadership, role model behavior and professionalism in and outside the classroom

HONORS / ACTIVITIES

- University of Mount Olive Information Systems Student of the Year: 2014-2015
- Tied for first place during TechNet Cyber Attack (Hacking) Skills Competition: April 21st, 2015
- One of six students representing the University of Mount Olive at the 2015 NCICU Ethics Bowl
- One of six finalists nominated to receive the Handy Mart Scholarship worth \$8,000
- Developed a website for a real company as a class project: [Autobuses Laser](#)