

Jack Carleo

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[Github](#) - [Portfolio](#) - [Linkedin](#)

SKILLS

Languages: JavaScript, Python, SQL, CSS, HTML, Bash, R

Relevant skills: Git/GitHub, React, Flask, Next.js, RStudio, MongoDB, Express, AWS (EC2, S3, Route 53, Secrets Manager), Ubuntu, Nginx

Certifications: [Google Data Analytics by Google.](#)

[Python for Everybody by University of Michigan](#)

PROJECTS

[Cheep Bird Watching](#)

- Scalable react application to socialize birdwatching. Utilizes node.js, mongodb, googlemaps api, openai prompt api, mongoDB, and birdNET audio analyzer for identification process.

[Portfolio Website](#)

- Built a dynamic React portfolio website using Next.js, typescript and Tailwind CSS.
- Incorporated fluid CSS/JS animations using animejs and framer-motion and displayed an understanding of the principles of design.

[Bella Beat Case Study: Fitbit Data Analysis](#)

- Cleaned and merged hourly/daily Fitbit data using R.
- Produced an RMarkdown report on trends found in fit bit data that would be beneficial for a company's market entry strategy.

EDUCATION

Providence College - Class of 2021 Bachelor of Sociology.

Division I Cross Country/Track & Field (2017-2021)

- Committed 30 hours a week to athletics as a student-athlete.
- Worked alongside coaches to create a competitive, cohesive, and successful team as a senior leader.

EXPERIENCE

Customer Service Representative in Operations (Temporary)

Analog Devices (9/2022- 2/2023)

- Developed proficiency in SAP & Microsoft Office by regularly working to reduce invoice discrepancies, organize forecast orders, and create/edit sales orders.
- Utilized Microsoft Teams and Outlook for efficient communication with customers and coworkers.

Retail Sales Associate – Marathon Sports(March 2023-September 2023)

- Assisted customers in finding suitable footwear, apparel, and accessories through excellent customer service.
- Developed a strong knowledge of the products and related tech.

Kitchen Supervisor - American Flatbread(September 2021- September 2022)

- Experienced kitchen supervisor with a strong culinary background. Skilled in managing staff and overseeing operations.