

Kenneth Paul Elliott

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614-597-5642

**Education:**

Graduate studies – Ashland University: Master of Business Administration specializing in Management Information Systems [3.7 GPA] (2025)

Undergrad studies – Otterbein University: Bachelor of Arts in Organizational Business Communication with a minor in Computer Science (2022)

IT Certifications from Microsoft, CompTIA & The Linux Foundation

Tech Presentations @ Ohio Linux Fest (OLF): [2018 History of Linux](#) | [2023 History of Computing](#)

Some of my technical skills: Python, Java, HTML, JS, SQL, Power BI, Tableau, Excel, Office 365 administration

**Employment:**

Pleasant View Apartments | Real Estate Manager (2016 – current):

Pleasant View is a family-owned commercial real estate business in Fredericktown, Ohio.

*Professional Highlights:*

- Developed the website, [www.PleasantView-apartments.com](http://www.PleasantView-apartments.com) and maintain the marketing content on the site as well as the web hosting responsibilities leading to an increase in prospective tenants.
- Utilize QuickBooks and manage the company's finances including paying vendors, generating profit and loss statements and reconciliation of bank statements.
- Work extensively with maintenance men including hiring general contractors to complete tenant work orders promptly and prepare vacancies for quick occupancy.
- Coordinate with landscapers to increase and maintain the aesthetics of the outside property, increasing tenant satisfaction.
- Procured supplies and equipment for use in rehab work improving property value.

Grasp Technologies | IT Specialist [System administration] (2015-2016)

*Professional Highlights:*

- Worked with IT clients to support business IT needs including device procurement, networking setup and troubleshooting and more.
- Had meetings with AWS representatives on how to integrate cloud computing services into the existing infrastructure.
- Worked out of a ticketing system to document incidents and update project information.
- Kept a knowledge base up to date to assist the staff in resolving issues in a timely manner.
- Managed Active Directory as well as virtual machines