

Jonathan Michael Andrews

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Motivation

I strive to be an excellent worker: willing to learn and to accept correction when necessary, pleasant to my co-workers and to customers, responsible and taking responsibility in all my job duties, both willing to take the initiative and to follow orders, as appropriate.

In all things, I try to allow this verse to guide me in my work ethic:

Colossians 3:22-23 (from the World English Bible) "Servants, obey in all things those who are your masters according to the flesh, not just when they are looking, as men pleasers, but in singleness of heart, fearing God. And whatever you do, work heartily, as for the Lord, and not for men."

Education History

Harding University

Attended: Fall 1996 – Spring 1998

Field of Study: Bible

Completed: 60 hours

Austin Graduate School of Theology

Attended: Spring 2000 – Spring 2002

Field of Study: Bible

Completed: 30 hours

Austin Community College

Attended: Spring 2005 – Fall 2007

Field of Study: Electronic CAD

Completed: 15 hours

University of Texas Coding Boot Camp

Attended: Spring 2020 – current

Field of Study: Web Development

In progress

Work History

NATEX Car Rental

NATO Air Base, Bldg 65S

Geilenkirchen, 52511

Germany

Phone: 02451-620745

Position: Rental Car Technician

From: Oct 1998 – Jan 1999

Salary: 10 DM/ hr.

Hours: Part-time 20 hrs/ wk

Supervisor: Darlene Fillmore

Duties:

Cleaned cars

NATEX Service Station

NATO Air Base, Bldg 65S

Geilenkirchen, 52511

Germany

Phone: 02451-620745

Position: Service Station Attendant

Salary: 10.50 DM/ hr

Supervisor: Rhonda Johnson

From: Jan 1999 – May 1999

Hours: Part-Time 30+ hrs/ wk

Duties:

Customer Service

Cash Handling

Opened and closed store

Roger Beasley Mazda

6825 Burnet Rd

Austin, TX 78757

(512) 459-4111

Position: Porter

Salary: \$9.50/ hr

Supervisor: Michael Nichols

From: Oct 1999 – Jan 2001

Hours: Full-Time 40 hrs/ wk

Duties:

Drove cars

Dealt with vendors and parts suppliers

Answered phones

Administrative support

Kelly Services

4400 Buffalo Gap Rd

Abilene, TX 79606

(325) 695-4110

Position: Temp Worker

Salary: \$7/ hr

From: Jan 2001 – Feb 2001

Hours: Full-Time 40 hrs/ wk Temporary work

Duties:

Construction work

Domino's Pizza

1125 E North 10th St

Abilene, TX 79601

(325) 677-3030

Position: Delivery Driver

Wages: \$5.35/ hr, plus tips

Supervisor: Tana Chaldeen

From: Feb 2001 – May 2001

Hours: Full-Time 30+ hrs/ wk

Duties:

Delivered pizza

Customer service

Cash Handling

Apex Computer Service

2925 E Us Highway 80

Abilene, TX 79601-6405

(325) 676-7207

Position: Team Leader

Wages: \$9/ hr

From: Jun 2001 – Aug 2001

Hours: Full-Time 60-80 hrs/ wk

Duties:

Installed speakers

Installed wireless base routers

Installed POS systems

Capital Fast Foods – Burger King

100 River Oaks Cv.

Georgetown, TX 78626

(512) 930-4723

Position: Shift Manager

Wages: \$8.25/ hr

Supervisor: Michelle Dougherty

From: Oct 2001 – Oct 2004

Hours: Full-Time 30+ hrs/ wk

Duties:

Supervised 5 people

Customer service

Cash handling

Opened and Closed Store

Receiving

Inventory Counts

Food Safety Checks

Beall's Department Store

902 N Austin Ave

Georgetown, TX 78626

(512) 863-9127

Position: Sales Associate

Wages: \$7.50/ hr

From: Oct 2003 – Jan 2004

Hours: Part-Time 10 hrs/ wk Seasonal Work

Duties:

Customer service

Cash handling

Retail sales

Store inventory

Texoma Video – Blockbuster

902 N Austin Ave,

Georgetown, TX 78626

(512) 863-0747

Position: Assistant Manager

Wages: \$8.50/ hr

Supervisor: Brooks Porter

From: Jan 2004 – Jun 2004

Hours: Full-Time 30+ hrs/ wk

Duties:

Supervised 3 people

Customer service

Cash handling
Merchandizing
Opened and closed store

D2M Technologies

2005 Lamar Dr

Round Rock, TX 78664

(512) 828-3661

Position: PCB Designer

From: Oct 2004 – May 2008

Salary: \$3400/ mo.

Hours: Full-Time 30+ hrs/ wk

Supervisor: Tom Cooper

Duties:

Electrical schematics

Took feedback from electrical and mechanical engineers

Designed printed circuit boards

Proficient with Mentor Graphics Expedition

Proficient with Cadence Allegro

Proficient with OrCAD

Familiar with PADS PowerPCB

Kaleidoscope Toys

1601 S Interstate 35 Ste 325

Round Rock, TX 78664

(512) 388-5048

Position: Customer Service Representative From: Oct 2008 – Jan 2010

Wages: \$9/ hr

Hours: Full-Time 30+ hrs/ wk

Supervisor: Terry Myers

Duties:

Customer service

Cash handling

Shipping

Receiving

Computer network support

Webpage maintenance

Promotional emails

Subway

*900 N Austin Ave
Georgetown, TX 78626*

Position: Part-time employee

I only held this for a few months in 2013 as a second job. It's included here for the sake of completeness.

Advanced.1

*301 N College St
Georgetown, TX 78626
(512) 942-8700*

Position: Drafter

Wages: \$18.00/ hr

Supervisor: Gerald Hernandez

From: Nov 2009 – Jan 2020

Hours: Full-Time 30+ hrs/ wk

Duties:

Drafted landbase & cable maps

Experienced with Bentley Microstation & COMMS

Familiar with AutoCAD & SpatialNET

Coded VBA & VB.NET macros & applications

Created & Maintained Access & SQL Server databases

Job Skills

I have excellent verbal and written communication skills. I strive toward a high work ethic and tend to be self-motivated. I learn quickly and am willing to learn new skills and techniques. I am proficient in basic office applications, especially spreadsheets and word processors, and have database and SQL experience. I have ten years of professional experience in using Bentley Microstation and, earlier, four years in using Mentor Graphics Expedition and Cadence Allegro CAD software. I am very familiar with Windows operating systems (3.1 – 10), and familiar with Mac OS and Linux operating systems; and I have performed basic computer hardware assembly and upgrades, both personally and for employers. I'm in a certificate program at UT now learning web development.

Certifications and Professional Training

Training from Administaff/ Insperity:

Access 2003

Access 2010

Creating Databases

Portfolio

Blog: <https://www.rpghour.com/our-thoughts>
Website: <https://www.kystra.com> (*under development*)
GitHub: <https://github.com/ionathas78>
LinkedIn: <https://www.linkedin.com/in/jonathan-andrews-24299b6/>

References

Available upon request