

JORDAN ADELAIDE

Website: [Jordan Adelaide](#)

Mobile: **07554432169**

E-mail: 8adelaide.j@gmail.com

LinkedIn: [Jordan Adelaide](#)

I am a passionate, versatile and confident tech enthusiast with experience working in sales and IT; I also have an AWS Cloud Practitioner Certification and a mechanical engineering degree. I am a very driven individual, I enjoy my current role doing Business to Business telesales at a market-leading service provider, have experience selling products Door to Door and often give ideas and recommendations internally to managers and senior staff. As a keen problem solver who works equally well independently and in a team, I thrive on being challenged and am impelled to present and explain the best solutions. I am now looking for a new position with more of a focus on Data and IT Systems.

Qualities

Communication and Teamwork

- Developed my **verbal communication skills** to introduce & sell services by phone.
- Raised my sales numbers by reviewing my calls to improve my communication.
- Promoted to **Team Leader** within months of being hired in my first sales role.
- Improved company advertisement materials by **explaining technical software features and benefits** to various non-technical staff.

Innovation and Problem Solving

- Increased sales by using public information to find new opportunities and find the best contact details for suitable people.
- **Removed data duplication** across on-premises Excel sheets by creating a **cloud-based relational database** following the shift to working from home.
- Reduced “lead burning” by **identifying sales trends and relevant information** to better target potential customers.

Fast Learner and Adaptable

- Quickly learned the diary system at Altus to reduce my reliance on managers.
- Implemented remote-work optimised **upgrades to company systems** and **presented benefits to managers** within months of starting at EnginSoft UK.
- Became **AWS Certified** as a **Cloud Practitioner** four months after getting into IT (recommended six months of cloud experience).
- **Identified and improved** areas that have impacted staff productivity in most of the roles that I have had.

EXPERIENCE

Altus Group — Graduate Business Development Executive

September 2021 - Present

- Introduced and generated interest in our services to potential clients via phone.
- Improved my **communication, resilience, self-motivation** and many other soft skills by speaking to directors in this business-to-business sales position.
- **Increased contact rate** through research and sales tools e.g. Lusha & Hunter.

EnginSoft UK — Intern Coordinator/Systems, Operations and IT Lead

November 2020 - May 2021

- 1 of 5 out of 40 interns to be hired.
- Refined my **organisational skills** and methods to raise remote performance.
- Completed various project tasks and helped to solve any company related issues or aims using multiple languages and technologies, including **Cloud**.
- **Improved remote working** and worked to **increase operational efficiency**:
 - Researched, recommended and ran **modern upgrades to legacy systems**.
 - **Communicated across staff** to ensure that projects ran according to plan.
 - **Updated stakeholders** on development status, any risks and the plans to resolve or mitigate them in weekly **Agile development meetings**.

Skills

IT Support

- Boosted company performance by **running trials** and **presenting research** to give stakeholders the confidence to **update systems** and **use cloud solutions**.
- **Improved remote working** by upgrading the on-premises company shared drive to a cloud-based **AWS FSx** file system to improve ranged connectivity.
- Assisted EnginSoft UK directors by giving weekly **presentations on relevant modern technologies** and developments.

Cloud and Modern Technologies

- Upgraded the legacy company timesheet to a **cloud-based version**, using **JavaScript** to replicate functionalities.
- Enabled myself to take on bigger projects by creating and managing **Azure virtual machines**.
- Created several **machine learning** programs, including facial recognition and a program that compares the accuracies of different algorithms.
- Producing a Spotify **music player application** with RESTful APIs and React.js.

Full Stack Programming

- Made a web-based **whack-a-mole style game** using **HTML, CSS** and **JavaScript**.
- Improved my range by building **my portfolio website** from scratch to learn **PHP** after using **Ruby, Jekyll** and **GitHub Pages** for **my blog**.
- Facilitated compatibility between bespoke softwares and reduced complexity in evaluating results by automating data manipulation with **VBA** and **Python**.

Education

— AWS re/Start Programme

2020

[AWS Certified Cloud Practitioner](#)

— Aston University

2015 - 2019

Mechanical Engineering BEng, 2:2

— Bexley Grammar School

2008 - 2015

4 A-Levels, 11 GCSEs A* - B