Jacob Minson

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Click Here for my Portfolio - jacobtminson.github.io

EDUCATION

University of Utah, David Eccles School of Business   Salt Lake City, UT
Bachelor of Science in Information Systems   *May 2023*

- 3.751 GPA
- Minor in Korean Language

EXPERIENCE

Summit Venture Studio - *DevOps and Technical Specialist*   Salt Lake City, UT
June 2022 – Present

- Create and implement internal software development and management strategies for venture studio and each portfolio company
- Manage relationships with external developers
- Create software solutions to accomplish organizational goals
- Intake new technologies (ML algorithms, file structures, color analyzers) analyze market fit
- Create NLP applications for internal data organization and ML models for market analysis
- Create internal and external dashboards and reports.

University of Utah *-Business Intelligence Analyst*, *Network Administrator*   Salt Lake City, UT
June 2019 – June 2023

- Created "Network Fast Facts" documentation pulling a data from various sources to showcase accomplishments of University of Utah Net Ops Center. See here.
- Used tools such as Python Pandas library to create automated CSV processing solutions.
- Continually produced a "Network Monthly Metrics" report showing the change of the network status over time.
- Completed a variety of projects used on a regular basis by the Senior Data Analyst to improve data accessibility.
- Pooled data from multiple departments to increase transparency and communication
- Assisted in creating multiple VLANs in University of Utah network

Interstate Specialties - *Sales Coordinator*   Salt Lake City, UT
June 2016 – August 2016

- Assisted in transition of small business from outdated paper use to new digital business model.
- Brought in new customers with high retention rates.
- Worked directly with business owners to actualize business vision of becoming more competitive in market and ensure customer satisfaction.

SKILLS

- Python, Pandas, Numpy, and Sklearn libraries.
- Korean Language Proficiency.
- Web development using HTML, CSS, PHP, JS
- MySQL database implementation and querying.
- Scrum framework familiarity.
- Advanced skill with Excel and Microsoft Office

LEADERSHIP

Association for Information Systems, Utah Chapter (TEK Club)   Salt Lake City, UT
Vice President, Program Coordinator, Operations Director   *September 2019 – Present*

- Ensure completion of tasks required for activity execution and completion.
- Create scripts for automation member enrollment process.
- Act as all-around fill-in for any group officers who need assistance.

INTERESTS

- Long distance backpacking - over the course of 6 years, completed over 200 miles of cross-country treks.
- Interpersonal connection and assisting others in actualizing their potential.
- Vocal performance - experience in performing in front of large groups, adjusted to rigorous training.

CERTIFICATIONS

- PCEP – Certified Entry-Level Python Programmer