



# Jacob Ambrose

---

## Get in touch!

### Mobile:

806-252-7522

### Email:

jambrose0518@gmail.com

### Github:

<https://github.com/jambrose0>

### LinkedIn:

<https://www.linkedin.com/in/jacob-ambrose-8a8194149/>

### Portfolio:

<https://jambrose0.github.io/Jacob-Ambrose-Portfolio/>

### Address:

1110 Sylvan Blvd, Hendersonville, NC  
28791

---

## Work Experience

### Program Coordinator

#### Inside Out, Inc. | October 2018 - Present

- Conducted research, gathered information from multiple sources and presented results.
- Supervised work of contracted employees to keep on task for timely completion.
- Used coordination and planning skills to achieve results according to schedule.
- Oversaw daily operations to ensure high levels of productivity.

---

### Program Coordinator

#### Pali Institute | August 2016 - December 2018

- Used coordination and planning skills to achieve results according to schedule.
- Served customers and followed outlined steps of service.
- Participated in continuous improvement by generating suggestions, engaging in problem-solving activities to support teamwork.
- Managed team of 5 employees, overseeing hiring, training, and professional growth of employees.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.

---

## Skills

- Clear Communication
- Problem Solving
- Computer Proficiency
- Conflict Resolution

---

### Program Intern

#### Camp Tecaboca | August 2015 - August 2016

- Identified issues, analyzed information and provided solutions to problems.
- Performed duties in accordance with applicable standards, policies and regulatory guidelines to promote safe working environment.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.

---

## Academic History

### St. Mary's University

#### B.B.A | International Business- May 2016

Vice President of New Member Recruitment, Delta Sigma Pi

President: Ultimate Frisbee Club

House President: Lay Marianist Community House

### University of North Carolina at Chapel Hill

#### Web Development Bootcamp| Expected

Completion: June 2022