**Joseph C. Kligel**

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Resume website: <https://zigjag.github.io/cv> • Projects page: <https://github.com/zigjag?tab=repositories>

# Education

Illinois State University (ISU)-Graduated Normal, IL

**Bachelor of Science (B.S.)** Dec. 15, 2018

Major: Finance GPA: 3.72/4.0

Thammasat University Bangkok, Thailand

**Exchange Program with ISU** July 2017-Dec. 2017

Studies: Finance and Entrepreneurship GPA: 3.17/4.0

Liberty University-Graduated Lynchburg, VA

**Associate of Arts (A.A.)** May 2016

Major: Business Administration and Management GPA: 3.93/4.0

# Professional Skills

Full stack Web Development

**JavaScript, HTML, CSS, Database Management**

* Certifications: The Complete 2020 Web Development Bootcamp on Udemy
* JavaScript Skillset: DOM, ES6, ES5, React.js, Node.js, Express.js, EJS, HBS, Mongoose/Mongodb, Bcryptjs, jsonwebtoken, etc.
* HTML/CSS Skillset: Website creation and management, Bootstrap, web designing, simple animations with CSS and JavaScript.
* Database Skillset: SQL(SQLite, MySQL), NoSQL(Mongodb), macros and VBA in Excel

Backend Development and General-Purpose Programming

**Python, C/C++**

* Certifications: Advanced Python Certification, Python Certification – Basics, Python Command Line and Graphic Tools, Python Automation Tasks, C Programming Certification, NASBA-Approved C Certification
  + - * Skillset: Pandas, NumPy, json, sqlite3, Beautiful Soup, simple\_chalk, socket io, web-scraping, gui/software programs, command-line tools, operating system scripting.

System Administration

**Bash and Gnu/Linux**

* + - * Certifications: System Administration Certification with Red Hat and CompTIA-approved System Administration
      * Skillset: Bash shell scripting, network and system management, task automation

# Work Experience

Hippudding Education Inc. Dalian, China

**English Teacher** May 2019-Mar 2020

* Great at presentations, public speaking, and lesson planning
* Great at multi-tasking, preparation, and handling diversity and cultural differences
* Managed kids and parents and have been praised many times on my patience and great ability to teach
* Have exceeded performance evaluations, recruited clients and employees to the company and have shown leadership qualities
* Have consulted on many occasions and created entire teaching modules for both new incoming and veteran teachers

Lincoln College Normal, IL

**Security Officer** Mar. 2015-July 2016

* Managed and established a safe environment where all rules and regulations were followed
* Used critical assessment to better judge and put forward objective solutions
* Developed important reporting skill that easily translate into a business atmosphere
* Reinforced leadership skills by learning to deal with uncertainty, and being a source of dependability and professionalism

Conway Services Memphis, TN

**Sales Support Associate** Feb. 2013-Aug. 2013

* Developed long-term relationships with customers and increased organization’s revenues
* Created high quality standards and provided service for customers
* Ensured a smooth sales process and processed transactions.
* Assisted customers in finding out what they wanted and determining the best-fit solution for them

U.S. Navy Portsmouth, VA

**Surgical/Urological Technician** 2008-2011

* Garnered a surgical accuracy for techniques both in an office/static and mobile setting, and operated efficiently under extreme stress
* Created and maintained a stress-free, clean, and proactive environment
* Organized and prepared patient and spending records
* Worked closely with databases and information systems

# Honors and Awards

Graduated Cum Laude Dec. 2018

Scholarships for organization involvement and academic achievement 2016-2018

Dean’s Lists for all semesters (Illinois State University) 2018-2019

Dean’s Lists for all semesters (Illinois State University) 2017-2018

Dean’s Lists for all semesters (Illinois State University) 2016-2017

Dean’s Lists for all semesters (Liberty University) 2015-2016

Global War on Terrorism Service Medal (U.S. Navy) Oct. 2010

Superior Performance, Personal Behavior and Direction (U.S. Navy) Sep. 2010

National Defense Service Medal (U.S. Navy) Aug. 2008

# Activities and Volunteer Experience

Illinois State University Normal, IL

**Organizations** 2016-2018

* Beta Gamma Sigma – International Business Honor Society
* Junior Advisory Board
* Business Week
* Red Cross
* Study Abroad Exchange Program
* Japanese Club
* ISSF
* Tau Sigma Honor Society

Thammasat University Bangkok, Thailand

**Activities** Aug. 2017-Dec. 2017

* Investment Banking Seminar
* Cultural Adaptation Programs
* Charity for Low Income Families
* Cultural Exploration Trips

Crosswinds Community Church Normal, IL

**Volunteer Experience** Fall 2016

* Led community get-together
* Organized festival
* Performed maintenance on machines
* Planned and conducted recreational activities for participants
* Kept order and acted as security for Crosswinds Community Church activities