

# Jared Pollack

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## SUMMARY OF QUALIFICATIONS

- Successful completion of several Python-based projects, including web scraping, A/B Testing, research design and experimentation, and producing insights from visualization and statistical analysis of various data sets
- Systems Administrator with 7+ years of experience in managing evaluation, deployment, and administration of information technology hardware, software, and network systems
- Ability to build and manage processes through strategic planning and analysis in project-based environments
- Advanced in Microsoft and Apple Operating Systems, Office Applications, and Digital Audio Workstations
- Proficient in Python, Jupyter Notebook, Google Colaboratory, SQL, Windows Server 2012 R2 administration, Office 365 administration, SharePoint, and Azure Active Directory

## EXPERIENCE

### **Student | Thinkful Data Science Flex** (November 2019 – present) [distance learning]

- Utilize Integrated Development Environments such as Jupyter Notebook and Google Colaboratory to conduct research and statistical data analysis
- Develop custom functions and visualizations using Python modules such as Pandas, Numpy, Scipy, and Matplotlib to produce clear presentations and actionable insights
- Projects and Presentations available upon request

### **Systems Administrator | J.D. Bucky Allshouse, PC** (December 2009 – November 2019, Houston, TX)

- Manage information technology systems by analyzing, designing and implementing solutions, yielding improved efficiencies throughout the organization
- Develop custom solutions for Office 365 administration and implement automated business processes through strategic planning, development, and provisional testing, resulting in transitioning from manual operations to electronic processes, cloud storage, and in-house desk support
- Operate legal billing software through Time Accounting & Billing System III for client account management including payments, invoices, trust accounts and company financial support

### **Adjunct Professor | Houston Community College** (August 2008 – December 2015, Houston, TX)

- Taught Audio Engineering classes to an average of 20+ students per class through projects, classroom engagement, and assignments
- Created and implemented curriculum and daily lesson plans tailored to meet each student's learning goals
- Administered individual assessments and managed projects for diverse student populations which increased vocational awareness and opportunities for students

## EDUCATION

### **Thinkful Data Science Flex** (Expected Graduation: April 2020)

### **University of St. Thomas**

Bachelor of Art in Mathematics, GPA 3.6/4.0, 2015

Dean's List (2012 – 2015)

## CERTIFICATIONS, HONORS, and AWARDS

- The Complete SQL Bootcamp (Udemy, 2019) [J Pollack SQL Cert.pdf](#)
- A Smarter Way to Learn Python (2019) [certificate-of-completion-jared-n-pollack.html](#)
- Dean's List (2012 – 2015)
- ICUC Award for Excellence in 1<sup>st</sup> Year Undergraduate Chemistry (2010)