

# Jonathan Flores

2105 Vanderbilt Ln Redondo Beach CA 90278 · 310-951-4880

[Jonathanflores122@hotmail.com](mailto:Jonathanflores122@hotmail.com)

## Skills

- JavaScript
- React
- Node.js
- HTML, CSS

## Education

March 2021- November 2021

General Assembly – Software Engineering boot camp. (Certificate upon request)

CSUDH – Bachelors in psychology (2014)

El Camino College – AA criminal justice (2012)

### **August 2015 – Present**

Returns Clerk, Celestron

- Match and verify internal documents (RMAs, Purchas Orders, etc) to external documents (invoice, packing list, etc.)
- Properly inputs received material into computer system and forwards proper documentation to appropriate internal departments
- Assist in other departments as needed
- Performs other duties as assigned to meet business needs
- Establishes and maintains effective working relationships with other employees, supervisors, and managers.

### **March 2015 – August 2015**

**Lead Crew Member, Arc Light Cinemas**

- Supervising guest relations crew member
- Report daily and weekly crew member goals to site manager
- New employee training and evaluations; including recommendations of employees to become lead
- Assisted site managers with invoices