

Ottoniel “Jose” Flores

United States Coast Guard Veteran

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PROFESSIONAL SUMMARY

- Veteran of the United States Coast Guard with 8 years of experience in leadership, project management and business analysis, technical, analytical, and problem-solving skills.
- Eight years of Law Enforcement and Security experience with a valid Secret security clearance.
- Highly interested in a career in Information Technology with a concentration in Web Development, Project Management and Business Analysis, and Database Management Systems.
- Interested in becoming a Business Analyst and Project Manager, as well as obtaining certifications in Business Analysis and Project Management.
- Obtaining dual bachelor degrees to enhance skills and experiences gained in the United States Coast Guard.

EDUCATION

Bachelor of Science: Information Technology

Bachelor of Science: Business Management; Entrepreneurship

Point Park University, Pittsburgh, PA - December 2018

- Current GPA 3.72, Dean's List
- Treasurer, Student Veteran Association (SVA)
- Information Technology Student Organization (ITSO)

SKILLS

- Programming Languages: JavaScript, HTML, CSS, Sketch App
- Microsoft Office, Google Suite
- Software Development Life Cycle: Scrum, Waterfall
- Database: MySQL, ORACLE
- Project Management and Business Analysis

CAREER EXPERIENCE

Product Strategist/Project Management Intern

May 2017 – Present

MIGHTY Home Improvement App

- Assist in the development of a mobile application that helps realtors connect with contractors for the completion of work during the home buying/selling process.
- Research, collect, and analyze data from realtors and contractors alike in the Pittsburgh area.
- Create and develop a database for data collected and create algorithms for different home improvement projects in which we determine average pricing and labor for different jobs.
- Create marketing and sales strategies to attract new users to the MIGHTY application.
- Create and develop wireframes for new application designs.
- Assist in developing an estimation tool and pricing tool utilizing HTML, CSS, JavaScript and Bootstrap.

Service Technician

May 2016 – Present

Breathing Air Systems

- Provide exemplary customer service to over 350 fire departments in Pennsylvania and neighboring states.
- Sales, service, and installations on high pressure breathing air compressors.
- Create monthly schedules based on contractual maintenance plans and incoming service calls.
- Organize and prioritize monthly worklists.
- Expert troubleshooting skills to make all necessary emergency repairs.

U.S. Coast Guard (Honorable Discharge)

April 2008 – September 2015

CAREER EXPERIENCE (Continued...)

Machinery Technician Second Class- Assistant Engineering Petty Officer

June 2014 – September 2015

USCGC Bluefin, Fort Pierce, FL

- Managed and supervised four personnel as the ship's Assistant Engineering Petty Officer.
- Responsible for the daily production of maintenance projects, tasking for preventative and corrective maintenance, and quality assurance after the completion of all required maintenance.
- Training team leader; Organized, maintained, and conducted training for all safety programs.
- Purchasing agent and supply and inventory coordinator.
- Health and Well Being Coordinator; encouraged a healthy lifestyle through planned workouts and activities.

Machinery Technician Second Class- Engineering Petty Officer

June 2012 – June 2014

U.S. Coast Guard- Marine Safety Unit, Pittsburgh, PA

- Supervised three other Machinery Technicians and provided daily maintenance work lists for (2) 25' response boats.
- Managed the response department's shop inventory and supply.
- Department purchasing officer and fuel card approving official.

Machinery Technician Third Class – Facilities Engineering Supervisor

March 2010 – June 2012

U.S. Coast Guard – Air Station Houston, TX

- Shop supervisor to six personnel; created daily tasks and work lists for all members to complete.
- Garnished over \$200,000.00 from district offices for the replacement of numerous deteriorated systems.
- Contractor liaison; Completed scope of works and contracts to provide support documentation for district offices.

Machinery Technician Third Class – Boarding Team Member

June 2009 – March 2010

U.S Coast Guard – Station Los Angeles/Long Beach, San Pedro, CA

- Qualified crew member on 41' utility boat and 25' response boat.
- Qualified engineer on 41' utility boat.

Machinery Technician "A" School, Yorktown, VA

March 2009 – June 2009

Fireman

June 2008 – March 2009

USCGC Crocodile, St. Petersburg, FL

- Qualified "In port" officer of the day (OOD).
- Qualified engineer of the watch.
- Qualified crewmember of the watch.
- Qualified boat crew member.

U.S. Coast Guard Recruit Training Center, Cape May, NJ

April 2008 – June 2008

COAST GUARD AWARDS

- Commendation Medal
- Achievement Medal
- Good Conduct Medal
- National Defense Medal
- Sea Service Ribbon
- Special Operations Ribbon
- Boat Forces Insignia