**Paulo Jr Najera**

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**PROFESSIONAL SUMMARY:** Hard-working, responsible student with 7 years of experience as a Fire Support Specialist in the U.S. Army, searching for a position that will allow me to improve my current programming and developing skills. Current skills include critical and strategic thinking, communication, planning, and programming.

**EDUCATION AND TRAINING**

**Bachelors of Science**,UTD, Dallas, TX Graduation Date: Fall 2021

* **Major**: Software Engineering
* **Programming Coursework**: Data Structures & Algorithms, Discrete Mathematics, Programming in UNIX

**KEY QUALIFICATIONS**

* Secret Clearance
* Leadership
* Conflict Resolution
* Attention to Detail
* Active Learning
* Multi-tasking
* Proficient in C++ and Java programming languages
* Familiar with C# and SQL through self-study and mini courses
* Familiar with Windows, Unix, and Mac OS

**EXPERIENCE**

**Cash Logistics Processor,** Brink’s Incorporated, Dallas, TX 2019-2019

* Process, verify and reconcile inbound and outbound currency transactions.
* Accurately complete data entry for all currency transactions.
* Count, verify and report currency inventory daily.
* Verified deposits and prepared orders for banks, ATMs and commercial customers.

**Fire Support Specialist/Sergeant**, US Army, Houston, TX 2015-2019

* Used written guidance to establish files and complete reports.
* Submitted reports and requests as scheduled, using MS Office and military database software.
* Evaluated job performance and completed evaluation reports.
* Prioritized workload and assignment duties, often with a very short notice.

**Fire Support Specialist**, US Army, Fort Drum, NY 2012-2015

* Maintained and preserved of up to $1,000,000 worth of sophisticated equipment.
* Worked effectively in groups with diverse and foreign team members.
* Maintained effective notes, records, and operational journal.
* Read and utilized schematics and technical manuals.

**VOLUNTEER EXPERIENCE**

**Volunteer,** The Salvation Army 2017-2017

* Prepared food bags and maintained orderliness of the food bank area.
* Routinely cleaned work areas, glassware and silverware throughout each shift.

**ORGANIZATIONS**

**Student Veterans of America**

Student member

**Society of Hispanic Professional Engineers**

Student member