**Tyler Jones**

318 E Summit St

Kent, Ohio 44240

440-823-5811

[Tjone141@kent.edu](mailto:Tjone141@kent.edu)

Objective: To develop a business career in the Information Technology field where my skills and experience will be utilized and further developed in achieving the goals and objectives of the organization as well as furthering my knowledge.

Education: **Kent State University, Kent, OH**

Bachelor of Business Administration, Computer Information Systems Major

Expected graduation date May 2018 (Junior Status)

MISA (Management Information Systems Association) Member

**Bay Village High School, Bay Village, Ohio (2014)**

Varsity Basketball and Baseball

Achievements: Dean’s List 2014-2016

Trustee Scholarship Recipient

National Society of Leadership and Success (NCLS)

ACT Score 28

GPA: 3.6

Work Experience: **Tech Help: Service and Repair Center**

*2014 - Current*

Computer Technician for Kent State students, staff, and faculty

Customer Service Via phone and in-person front desk

Handling and organizing tickets

**Cutting for College**

*2014 - 2016*

Owner and Creator

Very good customer service and relations experience

Business and Employee Management

Flyer design and Excel customer data entries

Lawn care/Household services (landscaping, painting, power washing, etc.)

**This Old House Products, Cleveland, OH**

*2012 - 2014*

Amazon Store entries listing product description for each specific UPC number

Manufacturing Cast Stone Range Hoods

Technical Skills: Microsoft Office Applications (prominence in Excel)

Windows XP/Vista/7/8.1/10, MacOS

SAP ERP System, JMP Statistical Software, Visual Studio 2015

Basic SQL/HTML/PHP/JAVA/C#

Hardware and software recognition and installation

Troubleshooting and repairing various basic and advanced technical issues

Related Courses: Database Management (extensive Excel work)

Computer Applications (mostly Excel work)

Enterprise Sys. And Business Process (SAP)

Operations Management

Web Programming

Programming Theory and Applications

Accounting/Economic Classes

Intuitive Calculus

Volunteer Experience: Coached Youth Basketball Camp at Bay High School

Free work during Cutting for College career for retired school bus driver