

Austin Jones

Web Craftsman

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PERSONAL SUMMARY

I have been in education for the past eight years. Throughout my career, I have coordinated technology for each company at which I was employed. I am passionate about technology and am looking to further this passion in web development. I am an entry-level web developer, but am experienced in technology and software as can be seen in my academic training and professional experience. I look forward to launching a new career in web development.

EXPERIENCE

SIERRA BLANCA

CHRISTIAN ACADEMY

TECHNOLOGY COORDINATOR (2008-PRESENT)

MATH, SCIENCE & HISTORY TEACHER (2008-PRESENT)

ADMINISTRATOR & BOOKKEEPER (2013-PRESENT)

- Coordinated and maintained school technology
- Trained teachers in effective use of classroom technology
- Created promotional videos
- Created and maintained school website
- Coordinated and trained in school management software system
- Designed marketing materials
- Invoiced, processed payments, maintained financial records, ran financial reports, created budgets, and processed payroll
- Hired and supervised employees, conducted employee reviews, and participated in personnel retention
- Created lesson plans and taught Math, Science and History utilizing screen-casting classroom technology

CALVARY CHAPEL

BOOKKEEPER (2007-2008)

TECHNOLOGY COORDINATOR (2007-2008)

- Edited podcasts and distributed online
- Maintained website
- Coordinated church technology
- Maintained financial records

FORT LONETREE

VIDEOGRAPHER (2006-2007)

SUPPORT STAFF (2006-2007)

- Filmed, edited, created, and distributed videos
- Created promotional videos

EDUCATION

UDACITY (2015-present)
Currently enrolled in Front-End developer
Nanodegree Program

WEST TEXAS A&M (2012-2014)
Master of Education
Instruction Design & Technology
GPA: 4.0

WEST TEXAS A&M (2000-2005)
Bachelor of Science
Engineering Technology
GPA: 3.2

TECHNOLOGY/WEB SKILLS

Adobe Premiere Elements (advanced)
Quickbooks (advanced)
Gradelink (advanced)
OSX (advanced)
Microsoft Word (advanced)
Microsoft Excel (advanced)
Adobe Photoshop (intermediate)
Adobe Dreamweaver (intermediate)
Adobe Flash (intermediate)
Adobe Illustrator (intermediate)
Adobe InDesign (intermediate)
Microsoft Powerpoint (intermediate)
AutoCAD 2005 (intermediate)
HTML (basic)
CSS (basic)

PROFESSIONAL SKILLS

Management Experience
Dispute Resolution
Client Relationships
Business Development
Basic Marketing
Fundraising
Bookkeeping
Budget Management

INTERESTS

Learning new web coding languages
Fly fishing
Woodworking
Reading Science & History
Hiking
Camping

ADDITIONAL INFORMATION

Willing to relocate.
Willing to learn new web languages, and
best design practices.