



Kyle Nicholas

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SUMMARY

Focused student of Information Technology on course to graduate from the University of Southern Mississippi with a 3.0. With previous employment in both I.T. and management positions, I am currently striving toward a strong career in either the developer or the networker side of I.T.

EDUCATION

University of Southern Mississippi
Hattiesburg, MS 39402
Current student with coursework including CCNA, Firewall/VPN, Network Security, MySQL, Java, and Windows Administration.

EXPERIENCE

Web Developer, Personal Website (Kyle Nicholas)
Hattiesburg, MS -- 2014

www.kylenicholas.org

My personal website which acts as a resume page specifically targeted toward my skills, services, and education as a developer. For this project, I used WordPress and set up the website as a one-page informational/contact form with fade-in and parallax features as the user scrolls down.

SKILLS

| | |
|--------------------|------------|
| WordPress | HTML/CSS |
| Java | SQL |
| PHP | MS Office |
| Switches | Routers |
| Quickbooks | UNIX/Linux |
| Online Marketing | Management |
| Windows XP/Vista/7 | |



Web Developer/Admin, Jerry's Auto Electric

Pascagoula, MS – 2014 - Present

www.jerrysautoelectric.net

Jerry's Auto Electric is an automotive repair shop that has been serving the Pascagoula area for over 22 years. My job was to develop their website that is visually appealing, user friendly, and displays all their services and necessary information. Additionally, I provide online marketing for site traffic and am currently the administrator for all maintenance issues and updates.

Web Developer, Rose's BBQ and Catering

Hattiesburg, MS – 2014-Present

www.theshopdowntown.org/BBQ

Currently being hosted on a sample site from another website. The mission for this project is to perform an upgrade on Rose's BBQ already existing website by making it more modern, visually appealing, and to maintain it with updates/changes in a timely manner.

Web Developer/Admin, The Dollar Box Showroom

Hattiesburg, MS – 2014-Present

www.southernexchange.net/dollarbox

Currently being hosted on a sample site from another website, the new website for The Dollar Box Showroom | Benny's Boom Boom Room downtown Hattiesburg is nearing its launch date. The mission of this project was to conjoin two prominent music venues (both under the same ownership) into one website that is visually appealing, user friendly, and ahead of the competition in overall quality.

Web Developer, Hub City Access

Hattiesburg, MS – 2014-Present

www.hubcityaccess.com

A City of Hattiesburg/E3 Health Initiative project. The vision of Hub City Access is to enhance and create environments that are safe and healthy and to build programs that enhance the developmental assets needed by youth of all ages to become



responsible, productive adults and leaders in the community.

Web Developer, Canebrake Community

Hattiesburg, MS -- 2014

www.canebrakecommunity.com

The website's purpose is to showcase the many amenities and family-friendly lifestyle of Canebrake Community in which residents can access private residential-only information and outside users can inquire about moving into the community.

Web Developer/PC Technician, The Shop Downtown

Hattiesburg, MS -- 2014-Present

Responsibilities include consulting on projects regarding web design and development, software design for web and smartphone apps, IT support for PC hardware and software, PC clean-up and virus removal.

Intern, Professional PC Solutions

Hattiesburg, MS — Summer of 2014

Responsibilities included PC cleanup, virus removal, data recovery, installing and maintaining Internet routing and connectivity, contributing to web design projects and maintenance services.

Office Manager, Elton V. Elkins Appraisal, LLC

Purvis, MS — 2011-2014

Created and maintained database for all appraisal files - including reports of all formats (.aci, .env, .xml), invoices, client payments, client billing, scheduled appointments, licenses, insurances, and W9s. Registration of clients and AMCs, daily communication with clients and/or AMCs, reviewed and submitted appraisal reports to AMC and other clients. I.T. support for my employer through TeamViewer software due to different working locations.

Office Manager, The Property Shop

Moss Point, MS — 2010-2011

Created and maintained database for all appraisal files - including reports of all formats (.aci, .env, .xml), invoices, client payments, client billing, scheduled appointments, licenses, insurances, and W9s. Registration of clients and AMCs, daily communication with clients and/or AMCs, reviewed and submitted appraisal reports to



AMC and other clients. I.T. support for my employer. Use of QuickBooks to process payroll for over 15 employees.

