

JASON A. COLE

DIGITAL MEDIA PROFESSIONAL



541-965-3922



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11720A Woodland Drive
Fort Drum, NY 13603



CAREER OBJECTIVE

Highly motivated and creative digital professional with a background in image editing, military service, medical service, retail sales, and network security. Dual-lingual in German. Possesses the ability to work in any environment. Team player. Professionally trained in a multitude of software suites to include Office (Powerpoint, Word, Excel, Access, Outlook, & Publisher), Adobe (Photoshop, InDesign, Acrobat, & Lightroom), and other less known software. A strong and proven track record in creation, and design. Customer service professional, knowledgeable in many different methods of sales.

WORK EXPERIENCE

**JAN 2016
JUN 2018:**
**Active Army
Field Artillery
Admin**

JAN 2016 to JUN 2018 served in 3-6 Field Artillery in Ft. Drum, NY. Maintained and accounted for \$22.3 Million dollars in equipment, with oversight on operations, administration, and supply expenditures. Coordinated resources, and personnel to accomplish tasks. Coordinated all collective training, land, and ammunition resource management. Managed all databases required for completion of duties: DTS, DTMS, RFMSS, TAMIS, and Citibank GPC approval site. Commended for ability to multitask multiple additional duties in equal opportunity, safety, website management, motorcycle mentorship, driver's training, Master Resiliency, and physical training. Coordinated, Resources, and Purchased Items supporting the ongoing mission.

**APR 2015
AUG 2018:**
**Walmart
Customer
Service
Manager**

Successfully and efficiently managed a full time job, and part time job. Exceptionally managed all personnel on register, at customer service, and in maintenance. Distributed funds as required throughout the entire establishment for continuous operations. Verified in stock quantities to that of the quantities in the sales systems. Operated a safe and cohesive environment for associates to flourish and progress. Dedicated to betterment of the establishment; offered ideas for improvements that were used. Trained and supervised over 100 personnel in proper customer service techniques.

**SEP 2012
DEC 2015:**
**Squad Leader
Section
Sergeant
Medical
Provider**

Served in 3-85th Warrior Transition Battalion in Ft. Drum, NY. Coordinated for medical reconditioning, and administrative separation of Soldiers. Maintained a database of personal information on all assigned personnel. Managed a barracks capable of housing up to 400 personnel. Organized a room to room refurbishing mission; Led to up to date livable domiciles. Supervised 30 Soldiers to accomplish their mission of healing, and recovering.

**SEP2005
AUG 2012**
**Active Army
Field Artillery
Admin**

Served in 1-77 Field Artillery in Schweinfurt, Germany. Deployed to Iraq in Support of Operation Iraqi Freedom. Managed all communication and information systems, and Ensured Secure Infrastructure of Battalion Networks. Imaged, Reimaged, and Troubleshoot Software for Army Information Systems. Personnel Management, Equipment Maintenance, Accountability, and Operations. Managed a comprehensive training program ensuring Soldiers went to training with proper resources and funds to support their training.

REFERENCES

Sam Bionodillo
Asistant Manager / Walmart
315-408-2527
jumpinjamie@biodio.com

Brian Vespa
Platoon Sergeant / US Army
603-988-9945
b-rienv@outlook.com

Sean Blevins
Ops Sergeant / US Army
315-486-4020
sean.blevins@outlook.com

PORTFOLIO - <https://infinity99.wixsite.com/my-portfolio>

SKILLS

PHOTOSHOP	★ ★ ★ ★ ★
ILLUSTRATOR	★ ★ ★ ★ ★
ACROBAT	★ ★ ★ ★ ★
INDESIGN	★ ★ ★ ★ ★
WORD	★ ★ ★ ★ ★
EXCEL	★ ★ ★ ★ ★
POWERPOINT	★ ★ ★ ★ ★
OUTLOOK	★ ★ ★ ★ ★
ACCESS	★ ★ ★ ★ ★
JAVASCRIPT	★ ★ ★ ★ ★
PUBLISHER	★ ★ ★ ★ ★

EDUCATION

University of Maryland Global
Campus
Bachelors - Digital Media and Web
Technology
Associates - Computer Studies

Microsoft Windows Installation,
Recovery, and Troubleshooting

Microsoft Office Excel, Powerpoint,
Word, Outlook, Publisher, Sharepoint,
Adobe Acrobat, Photoshop, Illustra-
tor, InDesign, and JavaScript.

Graduated from Gresham Union High

CERTS & AWARDS

2016 Master Resilience Instructor
2016 Land and Ammunition Manager
2016 Government Purchase Card
2015 Equal Opportunity Leader
2010 Safety Officer
2005 Communications Security Manager