**Smart Communications/PADOC**

**Jeffrey Thompson GV1145**

**SCI-SOMERSET**

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| **OBJECTIVE** | To obtain an interesting and diversified position, whereas I can bestapply my skills, thus becoming an asset to the organization. |
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| **EDUCATION** | High School | 1983-1987 | Point Pleasant Borough, NJ |
|  | College | 1987-19902009-20102009-20112011- | Ocean County College, Toms River, NJLehigh Carbon Community College, PACatholic Distance University, VAOhio University, Athens, OH |
|  | Paralegal | 2015-20162014-2015 | Ohio University, Athens, OHCommonwealth of Pennsylvania |
|  | Business Management | 2015-2016 | Commonwealth of Pennsylvania |
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| **SKILLS** | Microsoft Office (ICDL-INSTRUCTOR); Data/Communications Management, Statistics, Public Speaking, Project Management, Lighting and Sound Design, Electronics and Electrician, Driving, Law - Election, Criminal, Civil, State/Federal, Corporate, Retail - POS Management. |
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| **EMPLOYMENT HISTORY** | 2016-2019 Business Management Parateacher2014-2019 Legal Reference Aide2007-2014 Administrative Assistant2001-2004 Access Control/Security IT Director1997-2001 Asbury First - Political Consultant1994-1997 Retail IT Director PVH |
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| **REFERENCES** | Available upon request |
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