**Smart Communications/PADOC**

**Jeffrey Thompson GV1145**

**SCI-SOMERSET**

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| **OBJECTIVE** | To obtain an interesting and diversified position, whereas I can best  apply my skills, thus becoming an asset to the organization. | | |
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| **EDUCATION** | High School | 1983-1987 | Point Pleasant Borough, NJ |
|  | College | 1987-1990  2009-2010  2009-2011  2011- | Ocean County College, Toms River, NJ  Lehigh Carbon Community College, PA  Catholic Distance University, VA  Ohio University, Athens, OH |
|  | Paralegal | 2015-2016  2014-2015 | Ohio University, Athens, OH  Commonwealth 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 Parateacher  2014-2019 Legal Reference Aide  2007-2014 Administrative Assistant  2001-2004 Access Control/Security IT Director  1997-2001 Asbury First - Political Consultant  1994-1997 Retail IT Director PVH | | |
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| **REFERENCES** | Available upon request | | |
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