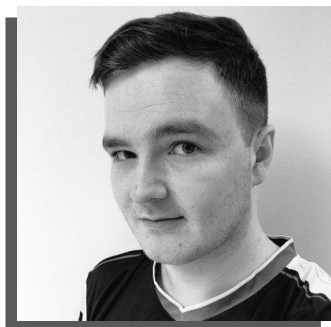


# *Jordan Harrison*

IT Administrator & Digital Media Designer





## About Me

Hey! I'm Jordan, i'm 24 years old and I am currently living in a small village called Rosenallis, just outside of Portlaoise, Ireland. I am currently employed as an IT Administrator and in my spare time I do digital media & website design. I am an enthusiast of all things related to technology and I have a very keen eye for detail. I have a full, clean driving license and my own car.

## Work Experience

### IT Administrator

*RPS Group  
Feb 2018 - Present*

My role here consists of a being helpdesk support technician, day-to-day management of the office IT systems, and Windows Server & Active Directory management. I have to support a wide variety of hardware and software - mainly the Autodesk, Adobe & Microsoft suites.

I am also required to spec and build PC's fit for purpose by end users. I manage all the internal IT hardware purchases and ensure that periodic (day/week/month) data backups on tape are done.

I adhere to the 27001:2017 security standard at all times, as my employer is certified to these standards. .

### Digital Media & Web Designer

*Self  
Aug 2014 - Present*

As a digital media designer, I have worked across multiple areas of design, from social media design to website design. I have been doing digital media design as a hobby since my early teenage years.

I have worked alongside multiple companies to improve their online presence, and the most notable companies I have worked with are Bury Outdoor Pursuits Centre, Scribbler Design Ltd, Barrage Esports, Horizon Union, Dare Rising, eRa Eternity, Icky Sticky Cake Co & DN Events Logistics.

### Temporary Store Assistant

*Penneys  
Oct 2017 - Dec 2017*

During my time here as a temporary store assistant, my role included tidying of the shop floor, filling out of stock, management and emptying of deliveries, assisting customers in the store and helping out in customer service.

I learned a lot from this job, and my main outcome was social skills and customer satisfaction - ensuring that I would communicate with customers to make their time in the store enjoyable and help them in any way possible.

## Education

### Dip. Advanced Graphics Design

*Shaw Academy, 2018*

I taken an online course with Shaw Academy for a Diploma in Advanced Graphics Design. This course is equivalent of a level 6 Higher Certificate in Ireland, and on completion I received a distinction grade.

### BSc Network Management

*Athlone Institute of Technology, 2017*

I studied subjects including Network Security, Wireless LANs, Network Operating Systems, Scripting, Mobile Networks & Business Management. I received a 2.1 grade.

### Microsoft Office Specialist

*Athlone Institute of Technology, 2014*

During the first year of my course, we taken a certified class on the Microsoft Office 2013 package, and I received my certification of Microsoft Office Specialist in Word and Powerpoint.

## Achievements & Awards

### National Student Challenge

*GradIreland, 2017*

I was a finalist in the GradIreland National Student Challenge in 2017. I came amongst the top 60 students in the country who participated in this challenge and went to UCD to compete in the final. Although I did not win, this was a great achievement for me.

### Developer Challenge Scholarship

*Google, 2017*

I received a scholarship from Google for the Mobile Web Specialist nano degree program from Udacity. I was one of 1,000 of the top students who were picked for this scholarship.

### Take Away My Way

*SafeFood, 2012*

During my transition year of school I was a finalist in the all-Ireland "Take Away My Way" competition, where I cooked up my own take of a healthy donor kebab and went to St Angela's College, Sligo to cook in the final – where chef Neven Maguire was a judge. I received a runner up prize in this competition.