

JONATHAN FERNANDES RESUME

Jonathan Fernandes

Address goes here

Phone number goes here

jonfernaz@gmail.com

Date

Mr./Ms./Mrs. Employer's First and Last name, Title

Company/Organization name

Address

City, state, zip code

Dear mr./ms./mrs./ last name of employer:

My name is Jonathan Fernandes, and I am writing to express my interest in the position of (blank). I became aware of the position through (blank). In researching this opportunity, I find that you all have (blank) and I am attracted to (blank). I strongly believe that my skill set, and qualifications would make me an ideal candidate for this opportunity.

This second paragraph should provide examples of the position matches your education, skills, and experiences. USE EXAMPLES FROM YOUR RESUME HERE. You are trying to prove that you are an ideal candidate as you stated in the conclusion of paragraph 1.

Attached, you will find my resume which provides greater detail of my qualifications. At your earliest convenience, please feel free to contact me by phone or email. I will follow up with you in about a week to check the status of my application. Thank you so much for your time and consideration of my candidacy, and I look forward to discussing this opportunity with you further in the near future.

Sincerely,

Scan this document and sign it here.

Jonathan Fernandes

PROFESSIONAL SUMMARY

EDUCATION

Old Dominion University, Norfolk, VA

College of Arts and Letters

May 2022

Major: English

GPA: 3.4

RELATED EXPERIENCE

Throughout college, I have attended 12 different English courses covering a variety of writing styles and needs, maintaining a 3.4 GPA. My writing as regards to technical writing is still very much in its infancy, however it is a career field that I have sought to enter. Before switching my major to English, I was a Cybersecurity Major and took a few courses in it, so the realm of what your company does is not completely foreign to me. I would use my love of writing to write the policies and contract proposals your company needs.

OTHER EXPERIENCE

My background is in the US Army and also the audio/visual industry. I was a radio operator in the Army, and I currently work in lighting doing setup and operation of corporate events, concerts, and weddings. I also worked with Emerson renovating homes so me and him have a long-standing business partnership.

In terms of job experience, my best attributes are as follows:

- Works well within small teams
- Good communication
- AGILE business model in which constant re-evaluation and improvement is centric to the way I work
- Attention to detail
- I have mild OCD and this results in a desire to make things perfect, to my benefit and occasional detriment.
- Strong work ethic
- Well-versed in Microsoft Word and anything associated with writing.
- Proficient with computers.

PAST JOBS

Shoreline Investment Group, LLC – Co-Founder / Project Manager

January 2019 - Present

Cofounder of a real estate investment company. Responsible for the oversight of distressed and run-down properties being renovated. Responsibilities include: the budget, ordering of materials, and hiring of contractors for multiple residential home renovations.

Stage Right Lighting — *Lighting Technician*

2020 – Present

Lighting technician assisting in the setup and operation of audio/visual equipment for a wide range of venues within the entertainment industry ranging from concerts to dance competitions, business presentations, and weddings.

Spent 3 years at Productive AV before joining Stage Right Lighting.

U. S. Army — *25U Signal Support Systems Specialist*

March 2012 – September 2016

Qualifications and Certifications:

TS-SCI

Support Systems Specialist

Field Radio CRS

Air Assault CRS

Hardworking professional with knowledge and experience in the maintenance, troubleshooting, and installation of military RADIO systems as well as maintaining all Communications Security (COMSEC) equipment. Main duties were small team operations setting up extended lines of communication for both infantry and helicopter units in the 101st Airborne.

Duties:

- Providing technical assistance for LAN maintenance on all equipment, terminal devices, power generators, and vehicles.
- Oversaw the daily performance of all company radio communication systems.
- Solely responsible for retrieving, maintaining, and distributing COMSEC to my company and fellow units.
- Responsible for company communications (radio communications/internet), maintenance, troubleshooting and installation during field operations.
- Experience in setting up and operating retransmission sites for the furthering of communications in support of helicopter operations.