

Jacob M. Holt

Woodstock, NY

845-389-9566

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PROFESSIONAL SUMMARY: Driven young professional seeking to develop experience in the field of computer technology. Skilled at creative problem solving and taking on new challenges. Completed the Ulster BOCES Cisco & Cybersecurity course.

EDUCATION: Onteora High School
 Regents Diploma (June 26, 2025)

 Ulster BOCES Career and Technical
 Center
 Technical Endorsement (May 29, 2025)
 SUNY Ulster Collegian Program

CISCO & CYBERSECURITY– CERTIFICATIONS:

*CompTIA A+/TestOut PC Pro --- Linux+/Linux Pro --- Competency in Networking
Network+/Network Pro --- Ethical Hacking Pro --- CCNA (in progress)*

EMPLOYMENT HISTORY:

September 2023 - June 2025 **IT Intern, Ulster BOCES**
 Port Ewen, NY

- Provide technical support and training for staff and young professionals
- Troubleshoot technical and application problems
- Gain experience in all aspects of computer hardware, software and networking

January 2022 - Current **IT/Website Development, Freelance**
 Woodstock, NY

- Ensure compliance with best practices for cybersecurity, including configuring firewalls, antivirus software, and secure passwords
- Install, update, and configure operating systems, applications, and security software to optimize performance and protect against vulnerabilities
- Configure and deploy desktops, laptops, and peripherals, ensuring compatibility with client specifications and software requirements

September 2023 - November 2025 **Expeditor/Food Runner/Busser, Pearl Moon**
 Woodstock, NY

- Coordinate with hostess, floor, and kitchen staff regarding special customer requests, as well as expediting service during peak hours by coordinating with the kitchen

September 2025 - Current **Shift Supervisor, CVS**
 Woodstock, NY

- Lead a team of associates to maintain smooth store operations and uphold company standards.

ESSENTIAL TRAITS:

Technical Proficiency: Computer programming, hardware, and operating systems

Problem-Solving: Analytical abilities for assessing situations and finding solutions

Adaptability: Able to adjust to new challenges and environments with enthusiasm

ORGANIZATIONS: SkillsUSA (Leadership Committee), SkillsUSA Area 4 website developer, SkillsUSA Competitor, National Technical Honor Society (Leadership Committee).

VOLUNTEER WORK: Cisco Program Ambassador, Happy to Help Food Pantry, SkillsUSA volunteer work.