

WILLIAM LEDWELL

PROJECT MANAGER INTERN

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PROFILE SUMMARY

Motivated student with a strong background in Python programming and proficiency in Microsoft Office and Google Suite. Extensive customer service experience in the food industry. Currently pursuing a degree in Computer Networking Systems Management at SJSU, seeking certificates and work experience.

PROFESSIONAL SKILLS

Leadership Time Management
Communication Skills Computer Literacy

TECHNICAL SKILLS

Data Analysis Microsoft Suite
Agile Jira

EDUCATION

Business Administration, Management Information Systems 2022 – Present

San Jose State University, San Jose, GPA: 3.82

Relevant Coursework: Introduction to Networking, Network Administration, Introduction to IoT(Internet of Things), Intro to Electronics, Professional and Business Ethics, Legal Environment of Business

Certifications:

CCNA: Introduction to Networks

Google: Technical Support Fundamentals

CCNA: Switching, Routing, and Wireless Essentials

CCNA: Enterprise Networking, Security, and Automation

WORK EXPERIENCE

Data Services Analyst August 2023 – August 2025

IQGeo, Denver CO (Remote)

- Collaborated with clients to integrate, manage, and maintain spatial and non-spatial data, ensuring accuracy and compliance with IQGEO's software solutions.
- Addressed customer inquiries, concerns, using Jira, Workfront, and Trello.
- Monitored performance metrics and provide insights to improve system efficiency, identifying opportunities for processing enhancements to support team.

Assistant Manager June 2017 – September 2017

Vitality Bowls, Morgan Hill CA

- Established a positive and inclusive classroom environment conducive to learning and collaboration.
- Guided students through hands-on projects, troubleshooting technical issues, and fostering creativity.
- Participated in professional development opportunities with students in Python and Java.