

Almecia Jones

PROFESSIONAL CV

M.J.

Technology • Creative Development • Problem Solving • Innovation

Professional Profile

Technology-focused professional with formal education spanning cybersecurity, networking, computer support, computer programming, and Fire Science Technology, combined with extensive hands-on professional experience in fast-paced operational environments.

My technical interests include software development, IT support, networking, cybersecurity, systems, troubleshooting, web development, databases, and emerging technologies. I have built foundational programming experience with Python, C#, Java, and SQL, along with HTML and CSS for web development and interactive digital experiences.

My approach to technology is centered on understanding the problem before deciding on the solution. I enjoy breaking complicated problems into manageable pieces, investigating why something is not working, adapting when the first approach fails, and continuing until a practical path forward is found.

In addition to technical work, I bring experience in leadership, customer service, operations, training, inventory control, dispatch, communication, and working under pressure.

Core Technical Areas

PROGRAMMING Python • C# • Java • SQL	WEB DEVELOPMENT HTML • CSS • Responsive Design • Interactive Experiences
IT SUPPORT Hardware • Software • Troubleshooting • System Support • Help Desk	NETWORKING Network Fundamentals • IP Addressing • LAN/WAN Concepts • Network Troubleshooting
CYBERSECURITY Security Fundamentals • Access Control • Vulnerability Concepts • Network Security	SYSTEMS & TOOLS Windows • Linux • Wireshark • Zenmap • pfSense • Development Environments

Education

Associate of Applied Science

Cybersecurity • Networking • Computer Support • Computer Programming • Fire Science Technology

High School Diploma

Certifications & Training

Selected Projects

Project Highway

Web Development • Interactive Experience • Animation • UI/UX

Immersive website experience created for Isaiah 35:8 Ministries, combining cinematic storytelling, animated scenes, interactive navigation, responsive design, multimedia, and scroll-driven experiences.

Masters of the Kitchen

Web Development • Design • User Experience

Website project focused on creating a visually engaging digital experience with structured content, presentation, navigation, and user-focused design.

Fitness Club Website

Web Development • Design • Interactive Content

Website project designed around a fitness environment, combining visual presentation, structured information, and an engaging user experience.

Kaze Sushi House

Java • Application Development

Java-based ordering application designed around menu selection, customer ordering, and application logic.

The Getaway

Java • Application Development

Java application project focused on developing functional application behavior, user interaction, and structured program logic.

Smart Budget Manager

C# • Application Development

C# application focused on organizing financial information, tracking spending, and providing a structured approach to budget management.

Student Registration System

C# • Collaborative Development

Collaborative C# project focused on student registration, structured information, application logic, and team development.

N.E.O. — Personal AI Assistant

Python • Artificial Intelligence • Voice Interaction • Automation

Artificial intelligence assistant designed to combine voice interaction, conversational responses, computer assistance, automation, and personalized functionality into a practical desktop AI system.

AI Chatbot

Artificial Intelligence • Web Integration • Conversational Interface

Interactive conversational AI designed for integration into the M.J. portfolio and Majira website.

Professional Experience

Waffle House

Assistant Manager / Relief Manager

Server • Master Grill Operator • Certified Relief Manager

- Support daily operations in a high-volume, fast-paced environment where communication, speed, accuracy, and customer service are essential.
- Train and support employees in operational procedures, food preparation, safety, service standards, and daily responsibilities.
- Assist with management responsibilities, shift leadership, employee coordination, customer concerns, and operational decisions.
- Handle POS transactions, cash management, inventory responsibilities, and daily operational processes.
- Develop leadership, communication, conflict resolution, multitasking, and problem-solving skills while working under pressure.

Uniform Advantage

Inventory Control Specialist

- Managed inventory movement, adjustments, product records, and stock information.
- Performed cycle counts and investigated discrepancies to improve inventory accuracy.
- Created and updated inventory reports and tracked product movement.
- Developed inventory-control processes designed to improve accuracy and operational efficiency.

DDS Medical Delivery Service

Medical Dispatcher

- Used computer software to enter information, track dispatch activity, maintain records, and generate reports.
- Coordinated deliveries and scheduled routes while working with time-sensitive information.
- Responded to customer inquiries and complaints while maintaining accurate documentation.
- Worked with delivery personnel, customers, contracts, and operational information to maintain efficient service.

McDonald's

Certified Swing Manager

- Supervised teams and managed shift operations in a high-volume environment.
- Managed scheduling, employee training, customer service, and daily operations.
- Implemented cost-control measures that reduced expenses by 10%.
- Resolved customer concerns while maintaining safety, cleanliness, quality, and operational standards.
- Developed and implemented operational policies and procedures.