

Jason Stevenson

Objective

To obtain a position in the Environmental Science & Policy field with a primary focus on Geographic Information Systems.

Education

Bachelor of Science in Environmental Science & Policy
University of South Florida

May 2017
Tampa, FL

Coursework: 6 credit hours in upper level GIS Courses that took place of required internships.

Professional Experience

Independent Consultant

2006-Present

RJ Koning Construction Consultants

- * Developed and wrote reports for inspections and construction legal cases.
- * Perform on-site investigations and evaluations for construction defect cases.
- * Create and review legal documents such as affidavits, deposition summaries, and perform investigational duties.
- * Assisted with legislative changes to construction codes in the State of Florida.
- * Created a report template to expedite hundreds of inspection reports for newly built homes.
- * Developed & Co-Authored The Sealed Stucco System Installation guidelines for Florida Construction.

Administrative Assistant

2006-2014

Contractors Institute

- * Developed online training courses for students seeking licensure under the State of Florida.
- * Helped obtain approval for licensure training at our testing facility.
- * Performed duties including website management, graphic design, and file maintenance.

Supervisor

2005-2006

Home Pro Roofing

- * Supervised punch out and repair work in order to satisfy the client.
- * Performed specialty work that exceeds job scope of typical employee at the company.
- * Performed Inspections and coordinated repair work with the office and homeowners.

Skills

- * **Computer:** Microsoft Excel, Word, PowerPoint. Adobe Acrobat, Photoshop.
- * **CAD:** Entry Level Experience with AutoCAD, ArcGIS programs.
- * **Laboratory:** Microscope, Slide Preparation, Sample collection.
- * **Photography:** Photographic Documentation for writing reports.