

Jacob R. Taylor

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515 Brookside Camp Rd.
Hendersonville, NC 28792

Education: **Hamilton College**, Clinton NY May 2014
Bachelor of Arts Degree; GPA: 3.923/4.300; Concentrations in Mathematics and Music
Elected member of *Phi Beta Kappa*; Kirkland Prize for Excellence in Mathematics

Office **Henderson County Habitat for Humanity** **Hendersonville, NC**
Experience: *AmeriCorps VISTA - Constructions Systems Development* *February 2017 - Present*

- Researched and wrote maintenance manual for homeowners that emphasized strategies for energy and cost savings, including proper maintenance and use of HVAC system, tankless water heater, and more
- Designed 1.5 hour-long presentation that introduced the basics of home maintenance and energy efficient practices to first time homeowners
- Observed, analyzed, and documented the responsibilities of the Director of Construction Services into over 30 training modules (totaling 200+ pages), including detailed reviews of: MarkSystems homebuilding software, AdvancePro inventory software, and procurement procedures specific to the affiliate
- Coordinated with Construction Superintendent and Site Supervisor to review and update all subcontractor Scopes of Work
- Researched and documented local regulatory agencies and permitting procedures necessary for home construction in Henderson County

Customer **Breckenridge Ski School** **Breckenridge, CO**
Experience: *Product Sales Associate / Ski Instructor* *December 2015 - April 2016*

- Welcomed guests to the resort, explained the various lesson options available, and identified their preferred lesson format (group, private, etc.)
- Served as primary point of contact between parents and their children while enrolled in ski school; answered parent's questions and resolved problems throughout the day
- Led beginner ski lessons for children ages 3-7; utilized games and activities to engage students in the basics of skiing
- Communicated daily with parents regarding specific strengths and areas of improvement for their child

Construction **Habitat for Humanity Build-a-Thon** **Des Moines, IA**
Experience: *Team Member* *May 15-19, 2017*

- Participated in a week-long, construction project in which my team completed all framing and dry-in for a two-story, four bedroom house
- Assisted personally with: installation and top-plating of pre-fabricated walls; front porch construction, including posts, beams, and hip roof; and installation of hardie-board siding and trim

AmeriCorps National Civilian Community Corps **Vinton, IA**
Team Leader *January 2015 - November 2015*

- Led a team of eight young adults in a full-time, residential, community service program
- Collaborated with project sponsors to create and clarify project goals, schedule daily activities, organize logistics, and ensure successful project completion
- Submitted detailed project reports, financial documents, member evaluations, and weekly status reports
- Projects included:

Habitat for Humanity of Genesee County: Framed interior of a four-bedroom house; gutted an old home for remodeling; constructed a small, portable stand for selling vegetables; completed various tasks, including siding, concrete-work, and sign-building

Iowa Department of Natural Resources: Built 1 mile of walking trail; constructed two stone retaining walls using "dry set masonry" techniques with materials recovered from the natural landscape; used brush cutters, chainsaws, and chemical treatments to remove invasive species from local ecosystems

Zane Shawnee Caverns and Campground: Constructed traditional, native shelters; re-chinked interiors of two cabins; built a 300 ft. handicapped-accessible walking trail, 2+ miles of backcountry hiking trails, and a 20 ft. beam bridge

Troop 86, Boy Scouts of America

Stroudsburg, PA

Eagle Scout Project

June 2009

- Developed project with local camp director, to include the construction of five open-air sheds for storing firewood throughout the camp
- Worked with community volunteer to design woodsheds and complete a material take-off
- Presented a benefit concert with classmates to raise over \$1000 for materials
- Organized and led volunteers during construction week, totaling over 400 hours of total labor
- Oversaw all activities and ensured safe and proper use of all tools and materials

Computer Skills: Experience with industry specific programs, including MarkSystems, AdvancePro, and Resort POS; Proficient in Windows and Microsoft operating systems, including MS Word and Powerpoint

References: **Henderson County Habitat for Humanity**
Alan Stissel; *Director of Construction Services*
w: (828) 694-0340 x102 || c: (828) 243-8933

Breckenridge Ski School
Madeline Tomlinson; *Product Sales Supervisor*
c: (630) 788-7345

AmeriCorps National Civilian Community Corps
Fred Noren; *Unit Leader*
w: (319) 472-9664 x30

Interests: Table tennis, singing, reading, mountain biking, soccer, running a marathon one day