

Jeffrey D. Hickson

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2013
MAJOR: Management Information Systems GPA: 3.0

SELECTED COURSES:

Digital Design & Innovation, Data Analytics, Data-Centric Application Development,
Lead Global Digital Projects, Information Systems Integration

ACTIVITIES AND AWARDS

- *Phi Theta Kappa Honor Society, Community College of Philadelphia, 2010*
- *Recipient, City of Philadelphia Citation for Exemplary Devotion to Duty*
- *at the 2000 Republican National Convention, Global Missionary*

INFORMATION SYSTEMS PROJECTS:

- Recommended and was selected as 2012 project lead for beta testing and implementation of “*electronic citations in patrol cars*” including 22 handheld mobile data terminals.
- Recommended and implemented a 2002 project to interface the Police Mainframe System with the Evidence Tracking System.
- Recommended and implemented a 2001 project to interface the Police Mainframe System with the First Judicial District Court System.

EXPERIENCE

CITY OF PHILADELPHIA, Philadelphia, PA

September 1991 - present

Sergeant, Philadelphia Police Department, 7th District

- Oversee daily operations for 18-officer police squad, including vehicle, foot patrol assignments and other police district operations.
- Assign first responder duties for crime and accident scene investigations and coordination of pedestrian and vehicular traffic.
- Train new patrol officers on report writing techniques and on-the-job policies, including supervision of suspect and witness interviews, monitor investigative reports and work closely with community to support policing and neighborhood watch programs.
- Arrange court appearances and code reports to comply with FBI Uniform Crime Reporting Standards (UCR).
- Started as police recruit; promoted to officer, corporal and sergeant.

PHILADELPHIA NATIONAL BANK, Philadelphia, PA

September 1985 – September 1991

Demand Accounting Center Supervisor

- Managed eleven person operations center branch support team including Managed a team of 11 people who performed various Branch Support Services.
- Coordinated document consolidation procedures and policies for five bank merger and operations consolidation projects.

SKILLS & LANGUAGES

- MySQL, SAS, MS Word, MS Excel, MS PowerPoint, MS Access, Northwestern University, School of Police Staff & Command Class #306, Certified in First Aid, CPR, AED
- Department of Homeland Security Certifications: Law Enforcement Prevention and Deterrence of Terrorist Acts, FEMA Incident Command System, & Single Resources & Initial Action, FEMA National Incident Management System
- National Crime Information Computer (NCIC)