

## Summary

More than 10 years' experience designing, creating, and supporting web sites and Internet-related projects. Instructor-level expertise in web site design, administration, programming, and database architecture. Excellent project management skills from inception through testing and implementation. Especially adept with languages that allow for engaging user-interfaces.

Environment / Tool / Language	Competence	Experience
Help Desk/Customer Service	Expert	10 Years
ColdFusion	Expert	10 Years
Web Programming (HTML, JavaScript, CSS, DHTML)	Expert	10 Years
SQL	Expert	9 Years
Adobe Photoshop	Expert	8 Years
Version Control (Source Safe, PVCS)	Proficient	6 Years
SQL Server Administration	Proficient	5 Years
Macromedia Flash	Competent	3 Years
PL SQL	Competent	2 Years
Oracle ERP (HR Modules)	Competent	2 Years
SharePoint Portal Services	Competent	2 Years

## Qualifications

### Web Project Management and Leadership

- Administered over 1,600 internal web pages and documents for an average 64,800 monthly visitors
- Created web site designs, including data flow models and workflow process documentation
- Partnered with clients to develop web-based tools and other projects from inception through implementation
- Standardized and streamlined online work processes--thereby reducing information search times by 50%--by applying communications guidelines to all published materials and cross referencing all primary search material, including escalation documentation, hotline numbers, duty schedules, team descriptions, and work center descriptions
- Worked directly with clients from associate through management levels to resolve trouble tickets
- Audited 75 online tools and 157 applications to define improvements to those resources and to consolidate them for an organization of over 7,000 users
- Created and executed ad hoc surveys and tracking reports to reinforce companies customer service agenda
- Facilitate project requirement gathering
- Established site scalability to accommodate a 33% annual growth rate, doubling active users every 3 years
- Met regularly with 11 critical issues managers to manage organizational materials for 101 worldwide customer maintenance centers in the US, Belgium, Brazil, and Hong Kong
- Managed the day shift of the maintenance department of a correctional center for delinquent youths
- Maintained OSHA compliance of a facility and maintenance crew.
- Managed delivery teams and solved customer issues related to their delivered furniture

### Tool Development

- Supported organization's strategies and goals relative to internal communications by designing and building web page applications using a variety of graphics and programming software applications, tools, and techniques such as interface features, site animation, and special effects elements
- Developed portal search tools and applications
- Administered by-yearly employee satisfaction survey, including summary reporting
- Managed the portal's SQL database, database architecture and monitored data integrity
- Created and supported team issue tracking interfaces, including request ticket workflow process
- Functioned as a tester for other developer's code as well as my own
- Managed and administered the company Intranet SharePoint environment

## Quality Control

- Webmaster of the customer service intranet portal for AT&T
  - Conducted project reviews and portal direction planning sessions
  - Worked with team to establish and ensure consistency throughout the portal
  - Monitored and reported web site statistics
  - Ensured site availability to an average of 2,057 unique visitors per day
- Partnered with the communications director, executive and management teams, and subject matter experts to forecast improvements to the infrastructure
- Created and supported secure, team-specific site content administration interfaces
- Ensured code integrity by using version control applications like Source Safe and PVCS and adhering to language specific coding conventions
- Member of change control board for software development
- Developed an application development process based on Six Sigma parameters
- Managed Internet, Intranet and email servers
- Actively established and maintained a positive customer image

## Professional Experience

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### Web Developer / Webmaster

Global Service Assurance Intranet Webmaster for <u>AT&amp;T</u> , Denver, CO	03/ 06 - Present
Graphics Designer / Programmer for <u>Gates Rubber Company</u> , Denver, CO	09/ 00 - 02/ 06
Internet Technology Developer for <u>C2 Creative</u> , Englewood, CO	10/ 99 - 08/ 00
Chief Technical Officer / Principal for <u>Excess Mojo</u> , Denver, CO	05/ 98 - 12/ 08

### Other Management

Assistant Plant Manager / Safety Manager for <u>Excelsior Youth Center</u> , Aurora, CO	12/92 - 09/99
Delivery Supervisor for <u>Room &amp; Board Furniture</u> , Denver, CO	01/90 - 12/92

## Environments / Tools

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Action Request System	Adobe Soundbooth	Microsoft Access	Oracle Workflow
Adobe Acrobat	Animation Shop	Microsoft BackOffice	Paint Shop Pro
Adobe After Effects	ColdFusion Administrator	Microsoft Excel	PTDNA Time Card System
Adobe Contribute	ColdFusion Studio	Microsoft Project	SharePoint Portal Services
Adobe Dreamweaver	Director	Microsoft SQL Server	SQL Enterprise Manager
Adobe Encore	Fusebox	Microsoft Visio	SQL Navigator
Adobe Fireworks	HomeSite+	Microsoft Word	SQL Plus
Adobe Flash	HotDog Pro	Oracle Open Enrollment	SQL Query Analyzer
Adobe Illustrator	Internet Information Services	Oracle Compensation	Swift 3D
Adobe InDesign	Media Cleaner EZ4	Oracle ERP	Visual SourceSafe
Adobe PhotoShop	Merant Team Track	Oracle Payroll	WebLog Expert
Adobe Premier	Merant Version Manager	Oracle Workflow Builder	WebTrends

## Languages

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ASP	Dynamic HTML	JavaScript	SQL
Cascading Style Sheets	Flash Action Scripts	PHP	T-SQL
ColdFusion 4 - MX 8	HTML	PL-SQL	XML

## Education

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**Belford University Online**, Humble, Texas  
Bachelor of Science Degree in Web Design. Graduated - 03/06

**The Art Institute of Colorado**, Denver, Colorado  
Associate of Applied Science Degree in Web Site Administration. Graduated - 09/00

**Naval Damage Control Training Center**, Philadelphia, Pennsylvania  
Surface Welding, Metal Fabrication, and Plumbing. Graduated - 01/88

**Northern Montana College**, Havre, Montana  
General Studies - 09/86 to 06/87

## Training / Membership

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.NET Training - 02/03

Advanced ColdFusion Class - 09/01

Denver ColdFusion User Group - Member

Eagle Scout - Boy Scouts of America

Oracle 6i Report Training - 01/06

Oracle Advance SQL Training - 10/04

Oracle Workflow Training - 09/05

Rocky Mountain Adobe User Group - Member