Andrew Tapp
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AndrewTapp.com
716-939-1132
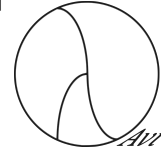
Skills and Training

Adobe InDesign	Organizational Communications	Linux
GIT Version Control	Print Media Writing	Windows PC
Google Applications	Professional Public Speaking	
HTML & CSS	Public Relations and Advertising	
jQuery	Public Relations Writing	
Microsoft Suite	Visual Communications	

Experience

Webmaster   November 2013 to Present
Alt Fine Foods, Buffalo, NY
- Update and optimize HTML, CSS, JS
- Troubleshoot UI problems
- Manage content as owner requires

Website Developer   January 2013 to March 2013
Koby Environmental, Buffalo, NY
- Planning, design, and creation of new website
- Custom coding in HTML and CSS
- Site rollout and troubleshooting

Public Relations Consultant   January 2008 to December 2010
Jewish Discovery Center, Buffalo, NY
- Identification of and analysis of key publics
- Consultation with public relations director on events planning and development
- Maintenance and updates to organization's website
- Designed and produced collateral for internal and external audiences

Program Coordinator   May 2007 to January 2008
Hadar Hatorah Rabbinical Seminary, Brooklyn, NY
- Planning of events for key publics
- Coordination of event feedback
- Analysis of event feedback for future event planning

Education

B.A., State University of New York College at Buffalo   May 2012
Public Communication Studies