

PHILLIP CLARK

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OBJECTIVE | To secure a Web Development position which will allow me to design and build websites from concept to completion, from wireframing to DNS setup.

SKILLS & ABILITIES

• Advanced Knowledge of Web Design & UX Design

HTML, CSS, PHP, Javascript, SSL, API, WordPress, Ecommerce, MailChimp, SEO, Cpanel, Project Management, Wireframing, Client Management, Web Application Firewalls, Backups & Security, Content Creation, Graphic Manipulation & Design, Child Themes, Plugin Management, Github,

• Advanced Knowledge of OS / Hardware Repair & Troubleshooting

Windows, IOS, Linux, and Virtual Machines, System Builds / Hardware Repair

• Advanced Software Knowledge

HubSpot, CRM's, CMS's, WordPress, Zoho, Asana, TeamWork, SalesForce, BaseCamp, Excel, Word, PowerPoint, Outlook, Photoshop, Illustrator, Acrobat, Avid, Sony Vegas, Davinci Resolve, Cubase, ProTools, WaveLab and more

• Customer Service Skills / Retail Management Experience

10+ Years Retail Management, Multi Location Management, Inventory Control, Shipping & Receiving, Employee Training, Customer Claims / Incident Handling, Leading Sales Teams, Hitting Sales Goals, Improving Customer Experience.

PORTFOLIO

- Computis: <https://www.computis.us/> - *My Business*
- DKCapital Inc: <https://www.dkcapitalinc.com/> - *Web Client*
- Madlantis Records: <http://madlantisrecords.com/> - *Media, Web & Physical*
- Sunrise Social: <https://www.sunrisesocial.net/> - *Web Client*
- All Estate Services: <https://allestateservices.com/> - *Web Client*
- Northern Sludge: <https://www.northernsludge.com/> - *Personal Project*

CLIENTS & PROFESSIONAL EXPERIENCE

COMPUTIS, HILLMAN, MI

SEPTEMBER 2011 - CURRENT

- SYS Admin, Lead Developer, and Programmer
- Computer Hardware & Software Repair
- Software Acquisition Including Solutions with CMS, WordPress, and E-Commerce
- SEO Focused Social & Website Content
- Clients Include: *All Estate Services/Lil Dusty Online, Madlantis Records, DK Capital*

EAGLE EYE HOME IMPROVEMENTS, LANSING, MI

MAY 2011 - AUGUST 2014

- Design Marketing Materials Including:
Flyers, Advertisements, Print and Digital Mailers, Office Documents, Contracts, Letterhead, Logo, Business Card, and More.
- Troubleshoot, Diagnose, and Repair or Update Office Technology
- Consult and Implement New Office and Field Technology
- Website Design, Build, and Management.
- Design, Create, and Implement Training Videos and Resources