

# PHILLIP CLARK

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**OBJECTIVE** | To secure a Web Development position. My ideal position would allow me to expand my skills and continuously build my developer knowledge base.

## **SKILLS & ABILITIES**

### • **Advanced Knowledge of Web Design & UX Design**

*HTML, CSS, PHP, JavaScript, Bootstrap, WordPress, SSL, API, 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**

- Portfolio: <https://www.phllpclrk.com/> - *My Portfolio*
- Computis: <https://www.computis.us/> - *My Business*
- DKCapital Inc: <https://www.dkcapitalinc.com/> - *Web Client*
- Madlantis Records: <http://madlantisrecords.com/> - *Media, Web & Physical*
- 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