

David Wong

(206) 790-8047 • dlwong1986@hotmail.com

Skills

- Working experience in IT /Administration
- Working experience of Cisco Networking
- Working experience in Website Development
- Knowledge of CMS , wordpress and joomla
- Programming in C++, html, CSS
- Knowledge of javascript.
- Worked with bootstrap for years.
- In depth knowledge of PC system hardware and software
- Manage, maintain and support RFID inventory system to track over 700 different computing devices in real time within the secured product development facility
- Hardworking and dedicated to achieving goals
- Good interpersonal skills and a good team player
- Background in customer service.

Professional Experience

Your Strategic Edge Inc. July 2015 – February 2019

Front End Developer

- Developing custom websites for cosmetic and plastic surgeons
 - Wordpress sites
 - Using css3, HTML5, SASS, PHP
 - Supported joomla sites
- Internal office IT support.
 - Support the office of 25+ people with IT issues with their computers and network issues.
 - Help customers with IT issues with web browsers and other IT problems on both phone and email.
 - Support managers laptops remotely.
- Maintain website servers.
- Make updates to client websites both content and design changes.

Website I have developed.(all sites subject to changes after initial development)

- <http://athrefacialplastics.com>
- <https://www.rpsplasticsurgery.com/>
- <https://masterpiececentre.com/>
- <https://shellplasticsurgery.com/>

Your Strategic Edge Inc. November 2012 - July 2015

Technical Services Coordinator

- In charge of technical support for over 300 websites
- In charge of emails for over 100 different offices
- Manage on-going support /resolution to customer issues
- Transfer websites to new servers
- Responsible to maintain and update AWS servers and DNS
- Make template edits to site using HTML and CSS
- Internal office IT support

- Maintained internal office server

Protingent Inc. September 2012- October 2012

IT/ Engineering Technical Source:

- Supported Sourcing for Protingent Staffing's Hardware & Software Engineering team who are focused on contract and direct opportunities with product development companies.
- Proficient with key word Boolean searching and prescreening candidates through phone and email.
- Importing candidates from external databases to Protingent internal database.
- Documenting and tracking metrics of sourced candidate's progress.
- Ramping up quickly in technical understanding of what each client is seeking in a great candidate
- Great attention to detail, organization, excellent communication skills, general knowledge of Engineering/Technical ac
- Understanding of recruiting workflow and candidate pipeline, understanding of MS Word/Excel/Outlook, as well as MaxHire database, and other external databases such as Monster, Dice, and LinkedIn.

Protingent Inc. at Microsoft (Redmond) February 2011- July 2012

System Admin assistant

- Formatted and installed new OS on computers and resolved IT issues within the research team
- In charge of maintaining and supporting RFID system for tracking devices
- Part of hardware team which consisted of repairing computers and other devices as well as performing scheduled firmware updates and keeping the owners of the devices up-to-date on the status of their devices

Addition work experience available upon request

Education

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|----------------------------------|----------------------|
| • Central Washington University | Jan. 2007- June 2012 |
| • Bellevue Community college | Sep. 2004-dec 2006 |
| • Completed Cisco System Academy | June 2004 |
| • Newport high school | June 2004 |

To Whom it May Concern:

I am writing this letter on behalf of David Wong. I have known David for more than 6 years. He and I met when I took the role as Web Developer at Strategic Edge Partners back in January of 2013. At the time, David had been working there for a few months as a Technical Support Representative.

I had initially thought that David had worked there for several years due to his professionalism and understanding of the intricacies of the business and client base. It was a joy to work with him in this capacity because he repeatedly worked above and beyond. Anything I'd ask him to do, he did so promptly with a smile on his face. In fact, he would usually volunteer before I even had the chance to ask. If he was unsure of how to accomplish a particular task, David would always take the time to thoroughly investigate it first. On the rare occasion that he was not able to find a solution in an adequate amount of time, he would humbly come to me or one of the other team members with what he had learned and what he had attempted. Typically he would be 90% of the way to solving the issue, and just needed a few things ironed out. When I did have to show him something new, I only had to show him once.

Sometime later I had become the Lead Developer and manager of the tech department. One of our developers had put in their notice and therefore I needed to find a replacement. Because David had volunteered so much of his extra time to helping me and the other developers with a wide array of different tasks, it was easy for me to make the decision to bring him on as a Junior Developer. The learning curve was gentle, and it was only a matter of time before he was able to handle all day-to-day requirements. Within six months I made the decision to move him up from a junior to a mid-level role.

Sadly, Strategic Edge Partners was sold to an out of state company in October of 2018 and soon both our roles were transitioned away. I sincerely hope to have the opportunity to work with him again. If you decide to add David to your team, you will no doubt benefit from his strong research abilities, articulate communication skills, and an analytical mind that effortlessly develops creative solutions to complex problems.

It is my pleasure to recommend David Wong for the available position **as a web developer**. I believe that he would be a tremendous asset to your team. Please contact me if you have questions or would like to further discuss David's qualifications. I can be reached at 425.892.3440 or via email at hello@dylanhepworth.com.

Best Regards,
Dylan Hepworth