

# Patrick Edward Shannon

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## PROFESSIONAL EXPERIENCE

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### Web Developer

August 2016 – February 2017

*Darkspire Media, Remote*

- Worked with project manager and coworkers to complete projects
- Communicated effectively with clients to satisfy needs
- Handled multiple projects concurrently to meet deadlines
- Developed processes to streamline development and business functions

### Assistant Manager

February 2015 – September 2016

*McAlister's Deli, Columbia, SC*

- Completed weekly staff schedules
- Handled weekly inventory counts for COG purposes
- Responsible for produce and food orders within budget
- Handled customer issues and other problems as they arose

### Accounting Support

October 2013 – October 2014

*DHL Global Forwarding, Columbia, SC*

- Maintained 5+ customer accounts for billing purposes
- Handled billing invoices for a team of 15+ account handlers
- Worked with various departments to remedy issues with business processes

### Manager, IT/Audit

March 2012 - June 2013

*M. Gourmet Group, Columbia, SC*

- Handled customer complaints to find the best solution to satisfy customer
- Effectively managed time to ensure restaurant operations proceeded smoothly
- Audited restaurants to ensure proper following of DHEC and other health regulations
- Audited restaurant financials for consistency and discrepancies

## EDUCATION

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### Western Governor's University

April 2017 - Current

*Bachelor of Science, Software Development*

## SELECTED SKILLS

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<i>Languages:</i>	HTML, CSS, JavaScript, PHP, Git, Wordpress, jQuery, SASS, Gulp
<i>Graphics:</i>	Photoshop, Illustrator
<i>Software:</i>	Microsoft Office Suite
<i>Certifications:</i>	MTA Networking Fundamentals