



## Qualifications and Objectives

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Promoted from Junior Web Designer to Web Content Management System Integration Coordinator in less than two years is a clear indication of results, reliability, leadership, motivation, initiative, interpersonal relations and character. Acquired project management experience by assisting Project Managers in project definitions, developing project estimations as well as building/maintaining client relations. Specializing in long-term project estimations and providing Web solutions to production team.

## Education

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2008 - COLLEGE DIPLOMA IN GRAPHIC DESIGN - La Cité Collégiale, Gloucester ON

## Language Profile

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- Completely fluent in both official languages: French and English

## Aptitudes and abilities

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### Personal

- Excellent organizational and time management skills in order to complete promptly and adequately assigned projects
- Capacity to objectively evaluate situations in order to propose diverse solutions
- Capacity to improvise when confronted by unpredicted turn of events
- Capacity to quickly assimilate new information
- Capacity to quickly learn new software
- At ease with public speaking

### Software

- Advanced knowledge of the following:
- Adobe InDesign, Illustrator and Photoshop [CS2, CS3, CS4 and CS5]
- Macromedia Flash, Dreamweaver 8 and Adobe Dreamweaver [CS5]
- Microsoft Word, Power Point and Excel [2003 and 2007]
- Total Validator (Web Site Report Manager)
- SVN Tools: SVN Tortoise and SVN Eclipse
- Up to date with W3C XHTML Transitional and Restricted standards
- Up to date with Treasury Board's CLF2 standards

**MICHAEL  
ROCHETTE**

438-380-0502

michael.rochette@gmail.com

8580 Raymond-Pelletier  
Montreal, QC H2M 2W7



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## Summary of Professional Accomplishments

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### Web Content Management System (WCMS) Integration Coordinator at Evolutra 2009 - 2010

- Supervisor of integration staff
- Coaching other integrators on best practices for cross-browser optimization
- Providing advice and liaison services to clients for design and implementation of Web Sites
- Analyzing various stages of projects and providing direction, advice and recommendations to project managers
- Directing Multimedia team in the concept of the Web site in order to meet the client's expectations and needs
- Conceptualization and customization of Web templates and Web content
- Integration of Web pages using a combination of codes, such as HTML, CSS and JavaScript; supported by Development team's Action Script, Cold Fusion, .Net, Flash, or using code-generating programs, such as Dreamweaver and Visual Studio
- Providing quality assurance by ensuring that material on the web site is accessible to all groups including those with disabilities
- Coordinating quality assurance team for site functionality in different browsers and at different resolutions
- Providing training to clients on World Wide Web Consortium best practices as well as the Web Content Management System Tools

### Level 2 WCMS Tech Support 2009 - 2010

- Performing creation of new accounts using company provided tools
- Provide training to clients on demand for the use of specific Web Content Management System Tools
- Providing client support and technical issue resolution via E-Mail, phone and Web conference
- Identifying and correcting or advising, on operational issues in client's Web Site or Web Content System Tools

### WCMS Trainer 2008 - 2010

- Providing training to clients in the use of Web Content Management System Tools
- Performing creation of new accounts using company provided tools

### Web Integrator 2008 - 2010

- Conceptualization and customization of Web templates and Web content.
- Integration of web pages using a combination of codes, such as HTML, CSS and JavaScript; supported by
- Development team's Action Script, Cold Fusion, .Net, Flash, or using code-generating programs, such as
- Dreamweaver and Visual Studio;
- Provide high quality graphic production, in fast turnaround times, appropriately optimized for the media.
- Integrate graphic and dynamic elements with respect to the design and user experience of existing sites
- Integrate and code content onto the Web site, and for the management of all Web site content requests
- Clarify content requirements to ensure a clear understanding of what needs to be changed on the site
- Obtain stakeholder sign-offs once work is completed and before work goes to production
- Create and maintain the content hierarchy and site architecture – adhere to standards to maintain site consistency
- Ensure integrity of the content
- Monitor and fix errors

### Web Designer 2008 - 2010

- Translating a client's marketing or informational content into a functional website
- Mapping or outlining a website's structural content
- Creating or editing images and graphics for website use
- Creating templates of approved website layout
- Coding website using HTML, or GUI design software
- Coordinating with programmers for specialized scripts
- Producing a design that will be attractive to the target user, has a logical navigation system and has all the features required
- Integrating verbal content with site design for final product
- Posting completed site to internet server using FTP software
- Making changes to the site directed by client



## Summary of Professional Undertakings and Projects

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### B2C HTML Integrator at iCongo 2010 - Present

- Participation in the creation and maintenance of e-commerce sites for clients such as Lise Watier, Aerosoles and Lego.

### Previous Employer: Evolutra 2008-2010

- Lead Web Designer for Defib Ami in 2010
- Static to WCMS site Transition Analyst for OurFish.ca in 2010
- Participant in Kick Off Meetings in order to promote Evolutra Global Corporation's WCMS Tools 2009 to Present
- Lead WCMS Templates Integrator for Commonwealth Games' new IDS sub-site in 2010
- Lead Integrator and Content Coordinator for Canadian Transport Agency's static Intranet in 2010
- Lead Integrator for Workers' Compensation Board of Nova Scotia's sub-sites in 2009-2010
- Lead Designer for 10 default Templates for Evolutra's sister company Irun in 2009.
- Lead Integrator for the creation of Look Green First's WCMS Templates in 2009
- Lead Integrator for the creation of Canada's Ocean's and Fisheries WCMS Templates in 2009
- Participation in the creation of the corporate site for Workers' Compensation Board of Nova Scotia in 2009
- Lead Web Designer and Lead Web Integrator for the Commonwealth Games' revamp in 2009
- Co-Web Designer and Integrator for PSAC's Intranet project in 2008
- Lead integrator for the creation of the Canadian Museum of Civilization's WCMS templates in 2008
- Lead integrator for the creation of the Canadian War Museum's WCMS templates in 2008
- Participation in the web content integration for both the Canadian Museum of Civilization's and Canadian War Museum in 2008

## Professional Accomplishments as Freelance/Volunteer

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- Creation of the calendar cover for MIFO's La Ribouldingue 2010-2011 in 2010
- Creation of the new look and feel for Canadian Forces Support Unit Ottawa's website for the Canadian Forces in 2007
- Creation of new website for Montage Sportif Outaouais with images and content provided by the client in 2010
- Creation of new power point look and feel for Caisse Desjardins Gatineau in 2009
- Creation of Web Site for the "Rallye des Gazelles Outaouais" team in 2007

## Professional Accomplishments as a Student

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- Participation in the creation of pamphlets, magazine covers and scoreboard covers for the 2007 season of the Ottawa Lynx
- Creation of a Christmas card for La Cité collégiale's client for Breast cancer in 2007
- Participation in the creation of the new logo for the "Trimplinguistique" sector for la Cité Collégiale 2007
- Proposition of a new web site layout for Kingsway Arms in February 2006
- Participation in the creation of the year book for high school École secondaire catholique Garneau 2003-2004

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