

```
1 <!DOCTYPE html>
2 <html lang="en">
3 <head>
4     <meta charset="UTF-8">
5     <meta content="IE=edge" http-equiv="X-UA-Compatible">
6     <meta content="width=device-width, initial-scale=1"
name="viewport">
7     <title>Seth Calkins</title>
8     <!-- Google Fonts -->
9     <link href="https://fonts.googleapis.com/css?family=Fredoka+One"
rel="stylesheet" type="text/css">
10    <link href="https://fonts.googleapis.com/css?family=Open+Sans:
300,300italic,400,400italic,600,600italic,700,700italic,
800,800italic" rel="stylesheet" type="text/css">
11    <link href="https://fonts.googleapis.com/css?family=Roboto
+Condensed:300,400,700" rel="stylesheet" type="text/css">
12    <link href="https://fonts.googleapis.com/css?family=Roboto:
100,300,400,500,700" rel="stylesheet">
13
14    <!-- Custom CSS -->
15
16    <!-- Icon Fonts -->
17    <link href="fonts/map-icons/css/map-icons.min.css"
rel="stylesheet" type="text/css">
18    <link href="fonts/icomoon/style.css" rel="stylesheet" type="text/
css">
19
20    <!-- Styles -->
21    <link href="awwwards.css" media="screen" rel="stylesheet"
type="text/css">
22    <link href="js/plugins/jquery.bxslider/jquery.bxslider.css"
rel="stylesheet" type="text/css">
23    <link href="js/plugins/jquery.customscroll/
jquery.mCustomScrollbar.min.css" rel="stylesheet" type="text/css">
24    <link href="js/plugins/jquery.mediaelement/
mediaelementplayer.min.css" rel="stylesheet" type="text/css">
25    <link href="js/plugins/jquery.fancybox/jquery.fancybox.css"
rel="stylesheet" type="text/css">
26    <link href="js/plugins/jquery.owlcarousel/owl.carousel.css"
rel="stylesheet" type="text/css">
27    <link href="js/plugins/jquery.owlcarousel/owl.theme.css"
rel="stylesheet" type="text/css">
28    <link href="js/plugins/jquery.optionpanel/option-panel.css">
```

```

rel="stylesheet" type="text/css">
29     <link href="style.css" rel="stylesheet" type="text/css">
30     <link href="colors/theme-color.css" rel="stylesheet" type="text/
css">
31     <style>
32     strong {
33         font-family: 'Roboto Bold',sans-serif;
34         font-style: normal;
35     }
36
37     body {
38         font-family: 'Roboto',sans-serif;
39         font-weight: 300;
40         background-color: #f6f6f6;
41     }
42
43     p {
44         display: inline;
45     }
46
47     a,span {
48         text-decoration: none;
49     }
50
51     .email,.site,.github,.phone-number,.address {
52         margin-bottom: .4em;
53         font-size: 1em;
54     }
55
56     div.email a {
57         font-family: Roboto,sans-serif;
58         font-size: 16px;
59         color: #3d4451;
60         font-style: normal;
61         font-weight: 300;
62         line-height: 35px;
63     }
64
65     div.email {
66         font-family: "Open Sans";
67         font-size: 1em;
68         color: #3d4451;
69         font-style: normal;

```

```
70     font-weight: 300;
71 }
72
73 div.site a {
74     font-family: Roboto,sans-serif;
75     font-size: 16px;
76     color: #3d4451;
77     font-style: normal;
78     font-weight: 300;
79 }
80
81 div.phone-number.last a {
82     font-family: Roboto,sans-serif;
83     font-size: 16px;
84     color: #3d4451;
85     font-style: normal;
86     font-weight: 300;
87 }
88
89 #name span {
90     font-family: "Open Sans";
91     line-height: 39.6px;
92     color: #07cb79;
93     font-style: normal;
94     font-weight: 600;
95     font-variant: normal;
96     /* [disabled]font-size: medium; */
97 }
98
99 div.skill {
100     font-family: "Open Sans",sans-serif;
101     font-size: 16px;
102     line-height: 19.8px;
103     color: #3d4451;
104     font-style: normal;
105     font-weight: bold;
106     padding-top: 10px;
107     text-align: center;
108 }
109 div.skill.top {
110     padding-top: 0px;
111     text-align: center;
112 }
```

```
113
114   ul.list li {
115       font-family: Roboto,sans-serif;
116       font-size: 1em;
117       color: #000000;
118       font-style: normal;
119       font-weight: 300;
120   }
121
122   div.address {
123       font-family: "Open Sans", sans-serif;
124       font-size: 1em;
125       color: #3d4451;
126       font-style: normal;
127       font-weight: 300;
128   }
129
130   ul {
131       margin-top: 0;
132       margin-bottom: 0;
133   }
134
135   .card {
136       /*background-color: #fefefe;
137           box-shadow: 1px 1px 14px -5px rgba(0,0,0,0.5);
138           border-radius: 2px;*/
139       margin-bottom: 15px;
140   }
141
142   .header.card {
143       margin-top: 15px;
144       margin-right: 15px;
145       display: flex;
146       -webkit-box-align: center;
147       -webkit-align-items: center;
148       -ms-flex-align: center;
149       align-items: center;
150       -webkit-box-pack: justify;
151       -webkit-justify-content: space-between;
152       -ms-flex-pack: justify;
153       justify-content: space-between;
154       padding: 0 15px 0 20px;
155       border-bottom: 1px dashed #CFCFCF;
```

```
156     }
157
158     section.card {
159         padding: 15px 15px 22.5px 20px;
160         margin-top: 0;
161         padding-top: 0;
162         padding-bottom: 0;
163     }
164
165     .header {
166         overflow: auto;
167         margin-left: 6px;
168         margin-right: 12px;
169     }
170
171     .skill {
172         font-family: 'Open Sans';
173         font-size: 0.9em;
174         margin-bottom: .4em;
175         color: #000000;
176         font-weight: normal;
177     }
178
179     .skills p {
180         font-size: 1em;
181     }
182
183     span.term {
184         font-family: "Open Sans",sans-serif;
185         line-height: 39.6px;
186         color: #3d4451;
187         font-style: normal;
188         font-weight: 300;
189     }
190
191     div.section-header {
192         font-family: "Open Sans",sans-serif;
193         line-height: 1.2;
194         color: #3d4451;
195         font-style: normal;
196         font-weight: 600;
197         font-size: 1.8em;
198         text-transform: none;
```

```
199 }
200
201 div.duration {
202     font-family: "Open Sans", sans-serif;
203     font-size: 1em;
204     line-height: 16px;
205     color: #07cb79;
206     font-style: normal;
207     font-weight: 700;
208 }
209
210 div.title a {
211     font-family: "Open Sans", sans-serif;
212     font-size: 1em;
213     line-height: 20.8px;
214     color: #414141;
215     font-style: normal;
216     font-weight: 700;
217 }
218
219 div.title {
220     font-family: "Roboto", sans-serif;
221     font-size: 1em;
222     color: #414141;
223     font-style: normal;
224     font-weight: 700;
225 }
226
227 #name {
228     font-family: 'Roboto', sans-serif;
229     font-weight: 100;
230     color: #3d4451;
231     font-size: 3em;
232     float: left;
233     margin: .1em .1em .2em;
234 }
235
236 #resume-container {
237     width: 900px;
238     margin: 0 auto;
239 }
240
241 .section-header {
```

```
242     margin-top: 0;
243     margin-bottom: .4em;
244     font-family: 'Open Sans';
245     font-weight: 400;
246     font-size: 1.2em;
247 }
248
249 .left-content {
250     float: left;
251     width: 32%;
252     margin-left: 6px;
253 }
254
255 .left-content .section-header {
256     font-family: "Open Sans",sans-serif;
257     line-height: 1.2;
258     color: #3d4451;
259     font-style: normal;
260     font-weight: 600;
261     font-size: 1.8em;
262     text-transform: none;
263 }
264
265 .left-content .card {
266     border-bottom: 1px dashed #CFCFCF;
267 }
268
269 .right-content {
270     width: 64%;
271     margin-right: 15px;
272     float: right;
273 }
274
275 .right-content {
276     border-left: 1px dashed #CFCFCF;
277 }
278
279 .section-content {
280     overflow: auto;
281 }
282
283 .title {
284     margin-bottom: .2em;
```

```
285     display: flex;
286     -webkit-box-pack: justify;
287     -webkit-justify-content: space-between;
288     -ms-flex-pack: justify;
289     justify-content: space-between;
290 }
291
292 .duration {
293     font-family: 'Roboto',sans-serif;
294     font-weight: 300;
295     color: #3c82b1;
296     margin-top: .2em;
297     margin-bottom: .3em;
298 }
299
300 .occupation {
301     font-size: 1em;
302     font-family: 'Roboto',sans-serif;
303     font-weight: 400;
304     margin-bottom: .5em;
305 }
306
307 .languages {
308     font-family: 'Roboto',sans-serif;
309     font-size: 1em;
310     font-weight: 300;
311 }
312
313 .list {
314     list-style-type: none;
315     font-size: 1em;
316 }
317
318 .location {
319     font-size: 1em;
320     font-weight: 300;
321     margin-bottom: .1em;
322 }
323
324 .left {
325     float: left;
326     width: 45%;
327     clear: both;
```



```
328     }
329
330     .right {
331         float: right;
332         width: 55%;
333     }
334
335     ul.list {
336         list-style-type: disc;
337         padding-left: 1.1rem;
338     }
339
340     ul.list li {
341         margin-bottom: .2em;
342     }
343
344     ul.list li:before {
345         display: inline-block;
346         width: 0;
347         margin-left: 0;
348     }
349
350     .project,.employment,.education,.skills {
351         margin-bottom: .8em;
352     }
353
354     .education-info .title {
355         margin-bottom: .2em;
356         line-height: 130%;
357     }
358
359     .education.last {
360         margin-bottom: .8em;
361     }
362
363     .education .grade {
364         font-size: 1em;
365     }
366
367     .project-info {
368         display: flex;
369         -webkit-box-pack: justify;
370         -webkit-justify-content: space-between;
```

```
371     -ms-flex-pack: justify;
372     justify-content: space-between;
373 }
374
375 .last {
376     margin-bottom: 0;
377     font-size: 1em;
378 }
379
380 .term {
381     font-size: 1.75em;
382     font-weight: 200;
383     color: #000;
384 }
385
386 #skills-container, .contact {
387     margin-bottom: 0;
388     font-weight: 300;
389 }
390
391 .interests, .subtitle {
392     font-size: 1em;
393     margin-bottom: .2em;
394 }
395
396 .project .title, .employment .title {
397 }
398
399 .employment .summary {
400     font-size: 0.9em;
401     margin-bottom: 0.8em;
402 }
403
404 #awards .summary {
405     font-size: 1em;
406 }
407
408 #summary {
409     font-size: 1em;
410 }
411
412 .contact .site {
413     font-size: 1em;
```

```

414     font-weight: 300;
415     font-family: "Open Sans";
416 }
417 </style>
418 </head>
419 <body>
420 <div id='resume-container'>
421     <div class='header card'>
422         <h1 id='name'>Seth<span>Calkins</span></h1><span
423 class='term'>&quot;Give me some goals and I&#x27;ll over
424 deliver&quot;</span>
425     </div>
426     <div class='left-content'>
427         <section class='card'>
428             <div class='section-header'>
429                 Contact
430             </div>
431             <div class='section-content' id='contact'>
432                 <div class='contact'>
433                     <div class='address'>
434                         12647 Strawflower LN<br>
435                         Noblesville, IN 46060
436                     </div>
437                     <div class='email'> sethcalkins@me.com
438                     </div>
439                     <div class='site'> linkedin.com/in/
440                     sethmcalkins
441                     </div>
442                     <div class='phone-number last'> (317)
443                     800-9798
444                     </div>
445                 </div>
446             </section>
447             <section class='card'>
448                 <div class='section-header'>
449                     Skills
450                 </div>
451                 <div class='section-content' id='technical-skills'>
452                     <div id='skills-container'>
453                         <div class='skills'>
454                             <div class='skill top'> Business
455                             Development</div>

```

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451             <ul>
452                 <li style="list-style: none; display:
inline">
453                     <p></p>
454                 </li>
455                 <li>Process Improvement</li>
456                 <li>Requirements Analysis</li>
457                 <li>Marketing Strategies</li>
458                 <li>Lead & Opportunity
Generation</li>
459                 <li>Information Gathering</li>
460                 <li>Problem Solving</li>
461                 <li>Customer Acquisition</li>
462             </ul> <!-- end -->
463             <div class='skill'>Information
Technology</div>
464         <ul>
465             <li style="list-style: none; display:
inline">
466                 <li>Network Planning</li>
467                 <li>IT Troubleshooting & Triage
</li>
468                 <li>Web Development</li>
469                 <li>Customer Mining / Scraping</li>
470                 <li>IT Hardware / Software
</li>
471             </ul>
472         </div>
473     </div>
474 </section>
475 <section class='card'>
476     <div class='section-header'>
477         Education
478     </div>
479     <div class='section-content' id='education'>
480         <div class='education last'>
481             <div class='education-info'>
482                 Ivy Tech Community College
483             <div>
484                 Jan 2010 - Jan 2012
485             </div>
486         </div>

```

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489
490             </div>
491             <div class='grade'>
492                 Grade: 4.0
493             </div>
494         </div>
495     </div>
496 </section>
497 </div>
498 <div class='right-content'>
499     <section class='card'>
500         <div class='section-header'>
501             Summary
502         </div>
503         <div class='section-content' id='summary'>
504             Visionary strategist with 6+ years of experience
leading small to mid-sized businesses in <strong>increasing
revenues</strong>, <strong>reducing costs</strong>, and
<strong>improving efficiency</strong>. Passionate about leading
strategic, transformational technology initiatives that both
<strong>solve business problems</strong> and advance architecture
toward desired-state. <strong>Innovative</strong> and
<strong>creative</strong> <strong>problem solver</strong> with a
passion for implementing <strong>process improvement</strong>. Solid
business acumen, &#x60;big picture&#x27; perspective, and capacity to
exercise sound, independent judgement informed by critical and
analytical thinking. Unmistakable professional integrity,
unparalleled work ethic, and commitment to excellence.
505         </div>
506     </section>
507     <section class='card'>
508         <div class="timeline">
509             <div class="timeline-bar"></div>
510             <div class='section-header'>
511                 Work Experience
512             </div>
513             <div class='section-content' id='employment'>
514                 <div class='employment'>
515                     <div class='employment-info'>
516                         <div class='title'>
517                             <a>Liquid Communications</a> IT
Business Analyst
518                         </div>

```

```
519         <div class='duration'>
520             May 2015 - Present
521         </div>
522     </div>
523     <div class='info'>
524         <div class="summary"> Identify new
technologies, products, and equipment to support business operations,
<strong>managing</strong> <strong>procurement</strong> processes, and
ensuring seamless introduction of new technology and equipment into
existing infrastructure. </div>
525         <ul class="list">
526             <li>Exceptional analysis and
recommendation capability; Proactively <strong>identify</strong>
trends and <strong>opportunities</strong> to <strong>increase
profitability</strong>, <strong>procure new customers</strong>,
focusing on future profitability impacts.</li>
527             <li>Develop proper planning of
corporate infrastructure by prioritizing IT investments, performing
risk mitigation, managing internal software development and
application deployment, and providing technical project oversight.
</li>
528             <li>Facilitate the <strong>design
</strong> and <strong>implementation</strong> of new/improved
<strong>process</strong> <strong>models</strong> to ensure milestones
are met and results are achieved.</li>
529             <li>Exceptional <strong>analysis
</strong> and <strong>recommendation</strong> capability; Proactively
<strong>identify trends</strong> and <strong>opportunities</strong>
to <strong>increase</strong> <strong>profitability</strong>, stay
ahead of business, and keep the team informed, focusing on future
profitability impacts.</li>
530             <li><strong>Develop</strong> and
incorporate pricing, <strong>sales</strong> and sales channel
creation, <strong>service</strong> <strong>development</strong>,
<strong>cost</strong> <strong>reduction</strong>, and technology
strategies.</li>
531             <li>Strategically manage all
aspects of company infrastructure, application, support, and
security. Shaped and managed implementation of company IT strategy.
Educated staff on proper use of technology through delivery of
engaging and effective change management programs.</li>
532             <li><strong>Provide</strong>
relevant <strong>support</strong> to the <strong>senior management
```

 in order to identify strategic goals, objectives, scope, budgets, and processes for project development.

Utilize effective problem solving skills in developing solution documentation, analyzing solutions, and validating IT to meet business goals and objectives as well as effectively manage change requests.

</div>
</div>
<div class='employment'>
 <div class='employment-info'>
 <div class='title'>
 Creative Solutions Consulting System Analyst

</div>
 <div class='duration'>
 Mar 2014 - May 2015
 </div>

</div>
 <div class='info'>
 <div class="summary">
 Keen ability to leverage technology to achieve strategic goals

</div>
 <ul class="list">
 Developed viable IT solutions to reduce operational expenses and boost company's competitive edge.

Oversaw the effective provisioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure in compliance with DoD security policies.

Responsible for installing, configuring, monitoring, maintaining, and troubleshooting hardware and software applications, including servers, desktops, laptops, and, smartphones.

Initiated, planned, and

supervised the design and configuration of DARPA contractors' workstations VPN site-to-site, and User VPN access, created access rules to block ports, applied web filters to users or groups, switching ISP's or static IP addresses.

Assisted with recruitment advertising, incorporating employment brand while recommending new sites/tools to drive timely and cost-efficient hiring with the best talent on the market.

Collaborated with members of the recruiting team to develop and lead recruiting efforts, effectively generate qualified leads targeted in tough-to-fill Information technology markets.

Ensured maintenance of network infrastructure including Internet connections, perimeter equipment, Network switches, Wireless access.

Orchestrated the ongoing support of the Windows server hosting infrastructure.

Oversaw the Active Directory and Exchange servers, including system administrator engineering and provisioning, operations and support, maintenance, and research and development to ensure continual innovation.

Leveraged undocumented API's to bring thousands of customers

Ensured continuous research on recruitment marketing tools and resources to make first class recommendations available to the team.

<div class='employment'>

<div class='employment-info'>

<div class='title'>

Indycom Business Development, Strategy & Planning

</div>

<div class='duration'>

Oct 2011 - Mar 2014

</div>

</div>

<div class='info'>

<div class="summary">


```
576         Developed and lead the Business
Development team in sourcing, managing, and implementing new business
opportunities.
577     </div>
578     <ul class="list">
579         <li><strong>Developed</strong> and
<strong>executed creative plans</strong> that built company branding
to support business objectives.</li>
580         <li>Planned, designed and
implemented, physical and logical network infrastructure based on
business analysis, including, LAN Server, website deployment/design,
email, desktop/mobile device management/deployment, VOIP phone
system.</li>
581         <li><strong>Performed analysis
</strong> and <strong>implimented</strong> ways to <strong>enhance
</strong> the <strong>companies</strong>&nbsp;<strong>image</strong>
(<strong>website, social media, directory listings</strong>) on an
ongoing basis, to <strong>reach more clientele</strong> by tapping
into areas not formerly utilized.</li>
582         <li><strong>Designed</strong> a
highly effective <strong>customer database</strong> system to track
leads, customers, emails, phone calls, meetings, reminders, and
opportunities.</li>
583         <li>Designed and developed
procedures for timely and appropriate record keeping, billing, data
management, invoices, and information system reports.</li>
584         <li><strong>Developed</strong>
<strong>Social Media</strong> <strong>strategies</strong> and
policies; <strong>Implemented</strong>, maintained, and analyzed
<strong>marketing campaigns</strong>.</li>
585         <li><strong>Built</strong>
<strong>strategic relationships with</strong> key <strong>vendors
</strong> by developing and <strong>implementing</strong> a vendor
<strong>sourcing</strong> <strong>strategy</strong>.<br>
586     </li>
587 </ul>
588 </div>
589 </div>
590 </div>
591 </div>
592 </section>
593 </div>
594 </div>
```

```
595 <div class="timeline-box timeline-box-right"> <span class="dot">
596 </span>
597 </div>
598 </body>
599 </html>
600
```