

Operations Support Specialist Operations Support Specialist Digital and Print Media Specialist West Des Moines, IA Areas of Application Web Development Helped corporate clients expand digital footprint with web application development and email newsletter projects Project Management Worked with regional staff to implement new corporate technology Content Delivery Produced digital and print content using a variety of applications Variable Data Used different technologies to reach previously existing and new clientele Authorized to work in the US for any employer Work Experience Operations Support Specialist TruTeam - West Des Moines, IA March 2019 to Present Work with warehouse personnel to confirm accurate material loading Process work orders for installation teams Perform monthly inventory audits for multiple divisions Estimator Garner Printing - Des Moines, IA November 2018 to February 2019 Worked with clients and internal sales team to provide pricing estimates based on specifications Contacted outside vendors to determine best solutions for additional finishing options Variable Data Processor Garner Printing - Des Moines, IA June 2018 to November 2018 Prepared print files using InDesign, XMPie, and BCC Mail Manager Manipulated Excel files to ensure mailing lists are correct Project Manager Mittera Group - Des Moines, IA June 2017 to January 2018 Integrated new software for print facilities across the Midwest Facilitated efforts to standardize data for use across multiple corporations Delegated duties throughout the internal digital team to create revamped website content Senior Web Developer Meredith Xcelerated Marketing - Des Moines, IA April 2015 to December 2016 Operated as lead developer for multiple clients Integrated CSS animations in microsite to make content more interactive Developed quarterly email newsletter for investment clientele Advanced Web Accessibility best practices to enable better user experience for a wider range of site visitors Digital Developer Meredith Xcelerated Marketing - Des Moines, IA January 2015 to April 2015 Supported lead developer to create digital how-to content for do it yourself home projects Implemented step-by-step jQuery slide shows and modal creation for a refined view of projects Validated quality control in mobile and desktop environments to ensure proper functionality and error free content Application Developer Meredith Corporation - Des Moines, IA April 2011 to December 2014 Prepared InDesign files for digital media Created hotspots for pop-ups, scrollable areas for long

text, dossier links for inner application navigation, and web links Object isolation and color corrected images for mobile storefront applications Education Certificate of Specialization in Database Systems Simpson College - Des Moines, IA September 2010 to August 2011 Bachelor of Science in Computer Graphics Interactive Media University of Dubuque - Dubuque, IA 1999 to 2001 Skills HTML5, CSS3, JavaScript, jQuery, Adobe Creative Suite, BCC Mail Manager, FusionPro, XMPie, Microsoft Office, Bootstrap, JSON, MySQL, Drupal, Wordpress, GSAP, Digital Publishing Suite (10+ years), Data Entry, Excel Certifications/Licenses Driver's License

Name: Erin Sampson

Email: ryan93@example.net

Phone: (238)647-9337