

Web Content Specialist/Digital Media Coordinator Web Content Specialist/Digital Media Coordinator

Web Content Specialist/Digital Media Coordinator - Alban CAT Essex, MD I am a graphic & web designer with over twenty years of practical experience in the design and marketing industry. I specialize in content creation and brand authority which is key to building and maintaining a strong SEO and ranking. I have strong web standards and I am experienced in the use of CMS packages and social media management.

Work Experience Web Content Specialist/Digital Media Coordinator Alban CAT - Baltimore, MD August 2014 to Present albancat.com sitech-ches.com albanrents.com

Programs used WordPress Digital Signage Studio Adobe CS6 Constant Contact Spredfast

Content creation - media/communication website and UX design SEO/PPC management Email campaigns builder Social media coordinator Coordinator for digital advertising Production Designer The Dundalk Eagle - Dundalk, MD July 2014 to August 2014 dundalkeagle.com Advert and Editorial layout for weekly publication of The Dundalk Eagle newspaper Web & Graphic Design Contractor Aquent Creative Staffing March 2014 to July 2014 aquent.com Heritage Foundation March 2014 to April 2014 - heritage.org Programs used SiteCore WordPress Kimbia Paramount Email Lister Updating information and implementing content solutions for the Heritage Foundation websites, Web Page Coordinator Baltimore County Government - Towson, MD June 2013 to January 2014 baltimorecountymd.gov Programs used Site Executive CMS Adobe Design CS Adobe Acrobat Updating information and implementing design solutions for the award-winning Baltimore County Government websites. Managed customer information projects and maintained 508 accessibility compliance for the county websites through applied web standards, and assisted in PDF accessibility formatting. Compiled Monthly Web Analytic reports using Urchin Web Trends Site Improve Google Analytics Web & Graphic Designer Ace Logistics - Middle River, MD June 2012 to June 2013 acesportswear.com acelogisticsonline.com Using WordPress ShopSite Pro DecoNetwork CorelDraw In the role of Graphic Designer I was responsible for the Graphic Art for branded sports apparel. In the role of Web Designer I was responsible for maintaining the Ace company websites. Additional responsibilities included maintaining visual ecommerce store elements Webmaster II Maryland Department of Transportation, Maryland Port Administration

(MPA) - Baltimore, MD June 2009 to December 2011 marylandports.com cruisemaryland.com
Using Drupal CMS and PHP code to maintain MPA websites. Liaison with the MPA
Communication Department. Updated timely information and implemented design solutions while
being compliant with 508 accessibility demands, and provided coding support to the programming
department. Graphic Design & Sales Support Research Solutions, Inc - Millersville, MD August 2004
to June 2009 lenderking.com e-labonline.com Positive contribution to the company's growth and
sales through web site design, active email campaigns, quality product photography and
restructuring of Research Solutions corporate image. Rebuilt the Research Solutions Official
Corporate Website and redesigned website from the original text only web page to menu driven
interface with content self-generated in house. The Website at the time of the rebuild acted as a
product catalog and had an integrated shopping cart added using the Yahoo shopping system.
Managed the content for E-Lab Online, the ecommerce arm of Research Solutions for the Lab
Industry. Of which included actively recruiting vendors, product placement, general
management/store maintenance and fulfillment of orders. Website had a fully integrated shopping
cart system using the Yahoo Merchant interface. Other duties performed while in the employment
of Research Solutions included: General Office Manager, Shipping and Receiving Manager and IT
Technician. Content Designer Workshop Inc September 2003 to March 2004 In the role of Content
Designer I provided content for Games Workshop's monthly publication White Dwarf. As well as
reformatting and design of articles to US standards, and preparing articles for publication to set
deadlines. Workshop Inc - Glen Burnie, MD November 1991 to March 2004 USA More than 12
years of progressively increasing responsibility within the company, starting in the United Kingdom
corporate HQ and finishing in the USA regional HQ. Specific positions held while with Games
Workshop have included (in reverse chronological order) Web Business Developer Workshop Inc
November 2002 to March 2003 In the role of Web Business Developer I developed the user
interface and managed the content for the Games Workshop Online store at games-workshop.com.
Web Content Developer Workshop Inc June 2001 to November 2002 In the role of Web Content
Developer I developed brand authority building content and articles for the Games Workshop Online

Website at games-workshop.com Production Assistant Workshop Inc June 1997 to June 2000 In the role of Production Assistant I provided content for Games Workshop's monthly publication White Dwarf. Including reformatting and design of articles to UK standards, preparing articles for publication to set deadlines. Education City & Guilds in Information Technology Leicester ITEC - Leicester 1990 to 1991 Diploma in Graphic Design in Graphic Design Leicester School of Printing, University of Leicester - Leicester 1989 to 1990

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