Digital Experience Coordinator Digital Experience Coordinator Digital Experience Coordinator - Emporia State University Kansas City, MO Work Experience Digital Experience Coordinator Emporia State University - Emporia, KS June 2017 to Present 1. Assists in the management of all aspects of the University Web Presence from Strategic as well as technical perspectives.   2. Formulates web applications and solutions to assist end-users by creating a strategy and working with developers.   3. Communicates new services/products, updates to existing systems, and changes in overall   strategy to constituents all across campus through carefully crafted public presentations and marketing campaigns.   4. Markets IT Services through creative works such as Videography, HTML Emails, and more. Systems Administrator Emporia State University - Emporia, KS October 2014 to June 2017 1. Led in the creation and support of various on-line platforms and services including Remote Desktop environments, SharePoint 2013, and SharePoint Online.   2. Created, deployed, and supported a university-wide system for managing Digital Signage and content platforms.   3. Assisted in the administration of the university form system through the creation of InfoPath forms.   4. Created and managed virtual servers with VMware through the VSphere console. Student Operations Assistant Emporia State University - Emporia, KS September 2010 to October 2014 1. Built and supported SharePoint sites used for internal collaboration in SharePoint 2010 and SharePoint 2013   2. Managed Windows Updates for servers and desktops 3. Assisting in developing internal marketing materials and strategies for campaigns   4. Designed graphics for various on-line platforms and marketing materials   Technical Skills   Adobe After Effects, Adobe Audition, Adobe Photoshop, Adobe Premiere, dotCMS, CSS, Fourwinds Interactive, HTML, Microsoft InfoPath, Rise Vision, SCALA, SharePoint Designer, SharePoint Online, SharePoint 2007, SharePoint 2010, SharePoint 2013, VSphere, Wagtail, Windows Server 2012 Education BS in Business Emporia State University - Emporia, KS August 2010 to May 2015 Skills Adobe Creative Cloud (9 years), Microsoft Office (10+ years), Office 365 (5 years), Microsoft SharePoint (9 years)

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