Executive Officer & IT Manager Executive Officer & IT Manager Project Manager, Product Manager - Feather Sound Technologies, LLC Clearwater, FL Work Experience Executive Officer & IT Manager Feather Sound Technologies, LLC - Clearwater, FL November 2015 to March 2016 Assist Kevin A. Carreno (ex-CEO of Raymond James U.K. & former governor of FINRA) with day to day Paralegal - organization of documents operations Help manage/setup multiple businesses Accounting (Quickbooks) - payables, receivables Tech related projects - KT Wealth Solutions Brand/Logos/Website QA tester eCommerce Company - Clearwater, FL June 2015 to November 2015 Clearwater, FL June 2015 to November 2015 UI/UX Design, QA Testing, and Bug Reporting Help create and refine build specs for front end web based software upgrades UI/UX design working with Bootstrap and Revox themes QA test new versions of software and bug reporting Client facing software design Work with a stable of 6 front-end and backend developers to learn about what the dev team uses GIT version control, Apache web server, MYSQL, Oracle, SQL, PHP, Python Project Manager, Product Manager App Mountain, LLC - Chilton, WI June 2012 to June 2015 User Experience Designer, QA tester Primary project manager of each custom Meet up with clients to discuss the user requirements necessary to mobile application project successfully build a feature set that would satisfy their needs, establish project scope Created the User Interface layouts on every build Designed Low-Fi mockups to wireframe the storyboards. Each storyboard specifically detailed every migration through the feature set of the mobile Once the storyboards were approved by each client, the developers could begin applications coding. This is when I dialed in the High-Fi graphics to be injected into the final batch of code. Maintain direct line of communication with the developer and the client to stay on track with predetermined milestone achievement checkpoints Perform QA testing on certain blocks of code from the developers Tested the functionality of the code on 4 different mobile devices to verify aspect ratios (2 Apple mobile devices with different screen sizes and 2 Android mobile devices with different screen sizes to test every function in the feature set) Listen to the needs of the client and working with the parameters of the code translated by the developers thus allowing me to create a solution that fit both the budget and the timeframe of the client. My experience of being a business

owner gave me the opportunity to learn how to handle multitasking. Even though I was responsible for all of the meetings, scoping out all of the statements of work, contract signings, invoicing, marketing, promotions, & customer support, nothing played a bigger part and took more time than my role as the UI designer The tasks I performed while being a Project Manager expanded my imagination to better understand what's possible with software development. Now I am able to envision the functionality of apps before they exist. Having a solid line of communication with my developers was extremely beneficial to navigating each build process 400 seat speaking arrangements Notable Projects: The Tavern League of Wisconsin (TLW) mobile application build has a large project scope containing both a front end mobile app solution on two platforms (iOS & Android) and a back end server side database solution that must communicate logic back and forth to then be stored on each platform database. The TLW is a large non-profit organization that has around 5,000 members and 2,500 affiliate members of small business owners all across the state of Wisconsin. The primary objectives were to provide solutions for the following challenges of the Tavern League: Give the executives and members of the league a digital map to find all of their fellow members across the state of Wisconsin Use it as a recruiting tool for businesses that are not currently members The University Ridge Golf Course mobile application was built to help provide an opportunity for golfers to book a tee time from the app, keep score, have a virtual caddie for yardage on the course, book swing lessons, and help to increase sales revenue within the restaurant located on premise. The U Ridge mobile app helps to relieve phone calls into the clubhouse and will continue to gain in popularity as the population of savvy smartphone users continue to rise on the course. IT support Freedom Scientific - Saint Petersburg, FL February 2015 to March 2015 Graphics editing for magnification software Short term contract - expired at the end of March Help development team create rules for smoothing edges on fonts Debug graphics for newest software version release Education Bachelor of Science in Graphic Communications University of Wisconsin August 2007 Additional Information KEY SKILLS: Understanding of the Software Development Life Cycle (SDLC) Requirements Gathering Prototyping, Wire-framing, Storyboards, Mockups User Interface (UI) and User Experience (UX) Design QA Testing and

**Bug Reporting** Release of Mobile App software with both Apple and Android platforms Management TECHNICAL SKILLS: Photoshop, Illustrator, Mantis - bug tracker software, Jira project management tool software, Gliffy - Jira plugin used for wireframes and diagrams, Asana task management software, Quickbooks, Microsoft Office Suite - Macros, VLOOKUP, and Pivot Proficient with both iOS and Windows operating systems tables Proficient with both platforms of Apple and Android mobile devices Currently pursuing online courses for JavaScript, iOS Swift with Stanford University

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