

Charles Sheets Jr.

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EXPERTISE

Website Design and Development | Search Engine Optimization | Graphic Design | Typography

EDUCATION

Harvard Extension School (Attending Online)
Web Technologies Certificate

Cambridge, MA

Western Technical College (2007-2009)
Associate of Applied Science, Graphic Design, 3.6 GPA
Web Design Certificate

La Crosse, WI

SKILLS

- Managed projects including; website development, redesigns, web content updates, marketing, advertising, and company branding
- Optimized websites using search engine optimization techniques
- Interviewed clients to discuss needs and project requirements
- Organized projects and delegated specific tasks when working with others
- Demonstrated strong typography design skills

SOFTWARE

- Proficient with Coda 2, Photoshop, Illustrator, Dreamweaver, InDesign, and Acrobat
- Experience with Microsoft Word, Excel, and PowerPoint
- PC and Mac platforms, including Mac OS X, and Windows
- Current with online multimedia trends and social media

EXPERIENCE

IRIS Caregiver
Holmen, WI, (November 2009–Present)

Freelance Web Designer and Developer
La Crosse, WI, (May 2008–April 2013)

- Designed, developed, and maintained client websites
- Collaborated with designers and developers on many different projects
- Established working relationships with clients and businesses
- Proved clear understanding of HTML5, CSS3, and Content Management Systems
- Conceived marketing strategies and brand identity