

DANNY G. HUYNH

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Accomplished and results driven professional **Project Manager/Coordinator** with over **6+ years of experience** supporting clients' technical initiatives **utilizing latest web technology and UI/UX best practices** while **meeting accessibility regulations and laws**. Known for skills in leading and mentoring cross-functional agile departments and teams that delivers technology solutions to clients and building strong relationships. Meticulous with intelligent work ethic and strong group and independent work abilities. Believe in the importance of details and passionate about driving results.

CORE COMPETENCIES

- Customer Advocacy
- Digital Accessibility
- Consulting
- Customer Relationship Management
- Leadership
- Technical Support
- Training and Coaching
- Presentations
- Strategic Planning and Analysis
- Project Management
- Business Development
- Web Design and Development

TECHNICAL SKILLS

- JIRA
- Basecamp
- Microsoft Office
- SharePoint
- Drupal
- WordPress
- HTML5
- CSS3 / Sass
- JavaScript
- jQuery
- Adobe Creative Suite
- Responsive Design
- Bootstrap Framework
- Foundation Framework
- Assistive Technologies (JAWS)

EXPERIENCE

ASSOCIATE PROJECT MANAGER, IQ SOLUTIONS

Aug 2015 – Mar 2018

Promoted as Associate Project Manager and acted as a liaison between various internal cross-functional teams, from developers to designers, content editors, and government clients on multiple concurrent projects. Maintained maximum level of customer engagement and satisfaction through weekly briefing and digital interactions with executive-level stakeholders.

- Developed and documented procedural work process leading to completion of more than 1400 tasks and two manual deployments per week.
- Successfully coordinated development of CMS web application/tool (utilizing .Net MVC) to allow client to independently publish various content elements.
- Collaborated across departments to execute website redesign, planning, coordination, and promotion of client's Pathways to Prevention Workshop events. Successfully doubled workshop registrants from March to December 2017.

TECHNICAL COORDINATOR, AETEA INFORMATION TECHNOLOGY**FEB 2015 – AUG 2015**

Assisted Web Project Manager in daily operation and maintenance for the National Institute of Health Office of Disease Prevention (ODP) website utilizing latest web standards and best practices while meeting 508 compliance requirements per HHS and NIH directive.

- Ensured Section 508 Compliance utilizing Accenture provided non-technical consultation and guidance to team members and client.
- Performed annual reports for the National Institute of Mental Health (NIMH) and National Institute of Neurological Disorders and Stroke (NINDS) publication websites.
- Tracked project status and revised schedules as appropriate to meet changing needs; enforced deadlines and managed multiple simultaneous projects.

WEB CONTENT ANALYST, WOODBOURNE SOLUTIONS**JUN 2012 – FEB 2015**

- Performed certification, quality assurance, and sign-off for web content, multimedia, eblasts, and electronic documents (PDFs) from multiple partnering companies conforming to Section 508 Compliance / WCAG Standards.
- Coordinated project development with interns in refreshing the NICHD Cochrane Library, leading to increased load time and decreased storage capacity requirements.

IT & E-BUSINESS SPECIALIST, LINEMARK**JUN 2011 – MAY 2012**

Managed Linemark's Web-to-Print (W2P) system, websites, and all other e-business solutions, including Digital Asset Management (DAM), E-Commerce Storefronts, Fulfillment System, and eblast marketing utilizing web technologies such as HTML, CSS, JavaScript, jQuery, and XML.

TECHNICAL WEB INTERN, SPACE TELESCOPE SCIENCE INSTITUTE**JAN 2009 – MAY 2009**

Assisted with redesign and development of Space Telescope Science Institute (STScI) website using HTML and CSS along with migration of web content from existing site to the new site's template while adhering to Section 508 Compliance Standards.

EDUCATION

BACHELOR OF SCIENCE, University of Maryland University College**DEC 2011****Major:** Information Systems Management**Concentration:** Web Technology and Project Management for IT Professionals.**TRAINING**

- Information Security Awareness
- Privacy Awareness
- Section 508 & Accessibility Compliance

GENERAL

- Public Trust Clearance
- U.S. Citizen