

Gary Kozlowski

Westbrook, CT 06498 | 959.217.7761

[GitHub](#) | [Portfolio](#) | [Blog](#) | [Skills](#) | [Certifications](#) | [LinkedIn](#) | [Gkozlowskibusiness@outlook.com](#)

Background Description

Motivated, passionate, and highly driven Information Systems Professional with in depth experience working in a wide variety of technical environments. Comprehensive knowledge of software project management focusing on installations, configuration, management, and troubleshooting of anything relating to Business and Information Technology. Exceptionally good at managing software development projects and digital marketing operations using process management and optimization skills organizing, planning, and executing goals. Takes pride in being a team player with excellent communication, delivering results with accuracy and reliability in timely manner.

Background Education and Certifications

Eastern Connecticut State University | Department of Accounting & Business Information Systems | **Graduated:** May 2021 | **GPA:** 3.25

Major: Business Information System (BIS) | **Minor:** Business Management

AWS Certified Cloud Practitioner Course (CLF-C01)

ACLOUDGURU

Credential ID: 02A9147C1109

AWS Database Migration Service (DMS) Course

ACLOUDGURU

Credential ID: 08353D4BE2DA

AWS Introduction Course

ACLOUDGURU

Credential ID: 488D24E66C3C

Mendix Rapid Developer

MENDIX

Credential ID: 23967

Salesforce for Marketers

NASBA

Credential ID: AeKIURgRNUZ-6cittpiFZKasWEho

Excel Data-Analysis

NASBA

Credential ID: ATTh_8rYuZPn857QO6u3CkA6PXJis

Background Experience

Software Project Manager (Full-Time) Civic Elevator | NYC, New York | Mar 2022 – Aug 2022

- Gathered requirements to introduce RBAC security feature for administrative automation control, intended to use with Azure.
- Designed, developed, and tested RBAC security feature gaining visibility & oversight into systems permissions.
- Created Identity and access management groups and roles assigning to client employees for minimal access permissions.
- Managed onsite projects during SaaS installations and data-migrations with Senior Developer, President, and Data Team.
- Supported team and stakeholders through standup calls managing projects, feature updates, and mobile application goals.
- Created a relational architecture model of hardware, software, users and licenses for quality management and costing reports.
- Developed standardized documentation of SaaS features, SaaS tutorials and mobile application workflow between API gateways.
- Acted as IT specialist for consulting on hardware, and SaaS solutions, documenting client facing issues for new product features.
- Helped Senior Developer manage weekly backlog and relating projects using client facing project management tools.

Marketing Technology Specialist (Full-Time) Day Pitney LLP | Hartford, CT | May 2021 – Dec 2021

- Acted as a database administrator for CRM ensuring data integrity and validity principles.
- Monitored CRM system changes merging data, maintaining management tickets and more.
- Generated email marketing lists through running CRM queries using SQL when needed.
- Conducted email campaign setup, targeting, data monitoring, scheduling, testing and deployment.
- Managed CMS and SEO operations of website adhering to firm standards for content postings.
- Analyzed SEO data from webpages and blogs-posts using SitelImprove and Google-Analytics.
- Gathered specific requirements from stakeholders for development of reusable SEO reporting system for page optimization.
- Analyzed organic data from Web-Pages, Blog-Posts and Email blasts using SitelImprove and Google Analytics.
- Created custom features for campaign report using SEO tools, KPI metrics and analytics and stakeholder feedback.

Project Lead Developer (Internship) AITP CompTIA | Windham CT | Jan 2021 – May 2021

- Planned, strategized, designed, prototyped, and deployed Covid-19 Vaccination Web-Application for the Elderly.
- Received consistent feedback from product testers and product users to make new custom product features or optimizations.
- Developed website using HTML, CSS, and JavaScript creating key full UI redesign report along with featured recommendations.
- Met stakeholder goals by creating web-based tool helping the elderly register for Vaccination on VAMS using Web-Application.
- Analyzed impact and effectiveness of current NDDH websites UI and UX site features, content, and SEO architecture structure.
- Designed documentation to give stakeholders insight to web-app and website user-behavior, content, and call to action.
- Developed recommendations UX strategies for improving engagement focused website user-behavior and user-flow.

Digital Marketing Associate (Internship) Covenant Living | Cromwell, CT | Sep 2020 – Apr 2020

- Supported full enterprise CMS migration, making updates to over (15+) enterprise websites.
- Responsible for daily reporting of site-page failures for proper Search Engine Optimization on enterprise websites.
- Utilized digital marketing tools such as InfoUSA, WordPress, SEMrush, Google Analytics, and several others.
- Designed, developed, and published clear, engaging content for Email Marketing Campaigns including landing pages.
- Improved marketing campaign rates by running reports using specific KPI metrics to lower bounce-back rates.

ECommerce Operations Associate (Internship) Timex Group | Middlebury, CT | May 2019 – Sep 2020

- Responsible for managing email-marketing blasts data developing weekly SEO reports.
- Improved ROI of Content Management System utilizing the Oracle-Bronto's web-analytics.
- Met with Timex U.S and Timex International weekly managing plans, strategy, product lifecycle and project-based timelines.
- Discovered web-based data that suggested implementation of Instant Pay would lower bounce-back rates.
- Implemented base-level UX redesign adhering to alt-text standards across all webpages.
- Made weekly updates to timex.com sites using WordPress and Salesforce Commerce Cloud.
- Supported Ecommerce team through weekly standup calls, for backlog and project management.
- Met with product Design Team and Ecommerce Manager managing prototype product roadmap.

Software Skills

Frontend: HTML, CSS, JavaScript, Next.js, React, Bootstrap, W3CSS and Graph-QL

Backend: Node.js, PHP, phpMyAdmin, Solidity, JSON, and APIs

Database: MySQL, NoSQL, SQL Server, SQL, DBs with AWS, VPC, VPS, DS

DevOps: AWS, GitHub, IDEs, Figma, SEO, Web Hosting, SSL, SAN SSL, DV SSL, OV SSL, DDos, Firewalls.