

# harlan kelloway

E-MAIL me@harlankelloway.com  
Brooklyn, NY • 11207

Information Services professional  
with experience in various aspects of  
application development, technical  
project management, and training.

## EXPERIENCE MDRC

**Technical Analyst** • Jan 2013 - Present  
**Technical Assistant** • Oct 2011 – Dec 2012

**Application development and application support at a research non-profit.**

- **Maintenance of applications**, both proprietary and third-party (includes Microsoft SharePoint, CRM Dynamics, web surveys, more)
- **Custom programming** for a range of projects (using C#, VB, and JavaScript)
- **Analysis of business requirements, communication, and technical writing** for users and technical staff regarding applications
- **Project management** of application development by outside vendors
- **Educational presentations and documentation developed and presented regularly** as part of company's internal training on applications
- **Promoted** given consistent and strong performance

Oct 2011 – Present • Current Employer

## MEDIA EDUCATION FOUNDATION

### Marketing Intern

**Maintenance of social media accounts** (Twitter and Facebook), **customer service**, and shipping assistance for a **non-profit organization**.

June 2011 – August 2011 • Alex Peterson, Marketing Coordinator (800-897-0089)

## WELLESLEY CENTERS FOR WOMEN

### Assistant Web Manager

**Website maintenance and enhancement** for a **non-profit organization**.

Used: Joomla! Content manager, PHP, MySQL, JavaScript, HTML, CSS

May 2007 – May 2010 • Sue Sours, Web Manager (781-283-2560)

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## SKILLS & TRAINING

### PROGRAMMING LANGUAGES & DATABASE TECHNOLOGIES

Recent: C#, SQL, ASP .NET, JavaScript, HTML, CSS  
Previously: PHP, Java, Matlab, C

### RECENT TECHNOLOGIES USED

Microsoft SharePoint, Dynamics CRM, Visual Studio, Word/Excel/PowerPoint

### TRAININGS

**“Project Management for Software Development”** • Learning Tree International  
February 2014

**“Public Speaking”** • Learning Tree International  
December 2012

**“Crash Course in JavaScript and jQuery”** • Brooklyn Brainery  
September 2012

**“C# Programming: Hands-On”** • Learning Tree International  
March 2012

## EDUCATION **M.A. Liberal Studies, Digital Humanities & Gender Studies**

CUNY Graduate Center • New York, NY  
2014 – 2016 est.

### **Bachelor of Arts, Computer Science**

Minor in Women & Gender Studies  
Wellesley College • Wellesley, MA  
2006 – 2010

## INTERESTS

Website development with WordPress, craft beer brewing,  
electronic music production, Spanish (8 years of study plus travel abroad in Spain)