

LAURA HALL

Web Design and Development

Clearwater, FL 33764

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(727) 459-0574

Visit www.LauraLeeHall.com for Bootstrap Qualifications

Authorized to work in the US for any employer



WORK EXPERIENCE

Lister/Enumerator

U.S. Census Bureau - Pinellas County, FL, Manatee County

August 2019 to October 2019

Lister for the U.S. Census Bureau
(Pinellas, Marion, Levy, Putnam Counties)

Web Developer/Designer

Web Solutions by Laura Lee Hall - Clearwater, FL

March 2014 to August 2019

To see my online resume, please follow this link:

<https://www.lauraleehall.com/resume/new/index.html>

Web Designer

iGas USA, Inc. (formerly BMP-USA, Inc.) - Tampa, FL

July 2018 to June 2019

- Web Designer
- Web Developer
- Graphics/Arts Department
- IT Backup

<https://igasusa.com>

<https://igasusa.com/masterj/www/> (WIP)

<https://www.bmp-usa.com/> (parent company)

Accounts Payable / Arts & Graphics Dept / Website Maintenance

Arete Industries - Odessa, FL

October 2017 to July 2018

Arts & Graphics Department

Accounts Payable

WordPress/WooCommerce Website Maintenance (5 websites total)

Office Project Manager

Tom Craig Remodeling - New Port Richey, FL

June 2016 to October 2017

Contracts, Change Orders, Material Orders, Material Scheduling, Price Checks, etc...

Accounting Clerk

Boca Grande Master's Association - Boca Grande, FL

October 2015 to June 2016

QuickBooks Enterprise Edition

17 Neighborhood Associations

Accounts Payable

Bookkeeper

MSS Restaurant Equipment, LLC - Sarasota, FL

August 2014 to August 2015

All aspects of accounting

Bookkeeper

ProGuard Industries, Inc - Venice, FL

January 2014 to June 2014

Accounting Misc

Economy & School

April 2009 to January 2014

Bookkeeper

Sonny Glasbrenner, Inc - Clearwater, FL

December 2007 to April 2009

Payroll Specialist/Accountant

Skilled Services, Inc - Saint Petersburg, FL

September 2005 to August 2006

Bookkeeper

Sonny Glasbrenner, Inc - Clearwater, FL

March 2005 to August 2005

Bookkeeper

Magic Tilt Trailers - Clearwater, FL

August 2004 to March 2005

Accounts Payable Clerk

Kleerdex (n.k.a. Kydex) Company - Bloomsburg, PA

June 1995 to June 2003

Accounts Payable (Match Receiving Docs, Computer Entry, AS400)

Payroll for 225 Employees (Kronos)

(Extrusion Plastic Manufacturer)

Secretary to the Superintendent

Muncy School District - Muncy, PA

September 1993 to June 1995

Board Meeting Minutes/Packets, Delivered
Transcription
Various Reports
Retirement Party Planner

Accounting Clerk

Tampella Power - Williamsport, PA
June 1992 to September 1993

Accounting Clerk
(Finnish Boiler Manufacturer - Clarion Dam, International Paper, others)



EDUCATION

Certificate in JavaScript

Revature - Remote
August 2019 to Present

Upcoming Classes: in JavaScript, WordPress

St. Petersburg College - Saint Petersburg, FL
October 2019 to November 2019

BS in Web Design and Development

Sanford-Brown Institute - Tampa, FL
2013 to 2016

Associate in Accounting

Williamsport School of Commerce (n.k.a. Newport Business Institute) - Williamsport, PA
1989 to 1991



SKILLS

- **Accounts Payable (10+ years)**
- **Bootstrap (5 years)**
- **Arts & Graphics (Professionally) (5 years)**
- **CSS/CSS3 (5 years)**
- **HTML/HTML5 (5 years)**
- **Microsoft Office (10+ years)**
- **Adobe Illustrator (5 years)**
- **Adobe Photoshop (5 years)**
- **Microsoft Excel (10+ years)**
- **Wordpress (5 years)**
- **PHP**
- **Web Design/Development - Front End (5 years)**
- **Accounts Receivable (10+ years)**

- Front End
- HTML5



LINKS

<http://www.linkedin.com/in/lauraleehall>

<https://www.lauraleehall.com>



AWARDS

Summa cum laude

March 2016

Bachelor of Science in Web Design and Development



CERTIFICATIONS AND LICENSES

Certified Notary Public

November 2019

Florida Notary Public since 2011



ADDITIONAL INFORMATION

- OS: Windows 8.1, Windows 10
- HTML/HTML5, CSS/CSS3, Bootstrap 3 and 4, Light PHP, Light JavaScript, ASP.NET, MySQL, phpMyAdmin, XAMPP, WordPress, Databases, SEO (Google Analytics & Google Webmaster Tools)
- Microsoft Excel/Word/Outlook/PowerPoint/OneNote - 2003, 2010, 2016
- Adobe Creative Suite: Photoshop, Illustrator, Dreamweaver, AfterEffects, Premiere Pro (CS6 also)
- Accounting: AS400, Paychex, ADP, QuickBooks Payroll, QuickBooks Enterprise Edition