

SUMMARY

I am a front-end web developer living in Philadelphia, PA. I like to create websites that are user friendly and implement the latest web standards. I have a well-organized work style and the ability to manage multiple projects while consistently meeting deadlines. I am a fast learning, team player with strong analytical and troubleshooting skills. Through my various positions working with diverse backgrounds, I have developed excellent communication and customer service skills along with project management abilities. I am an enthusiastic and highly motivated web professional with a history of working well under pressure.

TECHNICAL PROFICIENCY

CSS3, HTML, HTML5, jQuery, PSD to HTML, Responsive Design, SEO, Web Analytics, WordPress
Able to hand-code sites from the ground up as well as work with various frameworks and CMS such as WordPress

Extensive knowledge of cross-browser compatibility, web usability and functionality

Basic knowledge of JavaScript, PHP, MySQL, SASS and web development environments including MAMP and XAMPP

Currently learning GIT as well as taking online courses to gain a better knowledge of JavaScript

SOFTWARE

Adobe Creative Suite, MS Office

OPERATING SYSTEMS

OS X, Windows

RECENT PROJECTS

BOOKWORMS EARLY LEARNING CENTER | www.bookwormselc.com

CMS integration ~ Information Architecture ~ Responsive Design ~ User Interface Design

MONOLITH SKATE | www.monolithskate.com

Information Architecture ~ Responsive Design ~ User Interface Design ~ Integration with Instagram, Twitter, Blogger & Google Latitude

SHE TECH PHILLY | www.shetechphilly.com

Blogging ~ CMS Integration

PROFESSIONAL EXPERIENCE

FREELANCE | Web Designer & Developer | 2010 - Present

Design and develop multiple websites for various clients

Responsible for all aspects of running the business including client relations & accounting, as well as training clients on how to maintain upkeep of the site themselves

Work as my own project manager to establish and stick to deadlines and maintain a client relationship

UNIVERSITY OF THE ARTS | Administrative Assistant | 2008 - Present

Maintain & update the health services section of the UArts website and social media

Work in Photoshop and Illustrator to design assorted fliers and publications

Provide administrative support for multiple departments within the division of Student Affairs

Resolve a wide range of administrative problems and inquiries

Compose and edit correspondence from knowledge of policies in a sensitive and confidential manner

PROFESSIONAL EXPERIENCE (cont.)

ARAMARK PREMIUM SERVICES | Bar Lead | 2007 - present

Required to work well under pressure in a high stress, fast paced environment

Was promoted to bar lead in 2009

SNYDERMAN-WORKS GALLERY | Gallery Assistant | 2008

Prepared images for gallery website in Photoshop

Assisted with creation of artist portfolio and bio books

Assisted with graphic design for gallery publications

Worked special events and openings

Working under Assistant Director assisting in various tasks involving upcoming shows

Performed other office duties such as directing calls, copying, filing, and assisting with mass mailings

FLEISHER ART MEMORIAL | Gallery Attendant | Office Assistant | Volunteer | 2007 - 2008

Gallery attendant during the weekend children's classes

Administrative and office help including maintenance of the membership database

Assisted in exhibition installations

FOUR CORNERS RESTAURANT COLLABORATIVE | Manager | Server | Bartender | 2003 - 2008

Responsibilities included customer service as well as promotions

Promoted to manager in 2007

Was required to work well under pressure in a high stress, fast paced environment

EDUCATION

THE UNIVERSITY OF THE ARTS | Philadelphia, PA

Certificate Program | 2013

Web Design & Development Dual

TYLER SCHOOL OF ART | Philadelphia, PA

Bachelor of Arts | 2005

Art History

PHILADELPHIA UNIVERSITY | Philadelphia, PA

1999 - 2001

Fashion Design