

MARK A. REICHERT
314-910-9150
mark.a.reichert1@gmail.com
www.linkedin.com/in/mark-a-reichert

SUMMARY OF QUALIFICATIONS

Programming experience using C#.NET.
Experience communicating coworkers and clientele to identify business objectives and establish requirements.

TECHNICAL SKILLS

<i>Tools :</i>	<i>C, C#, C++, .NET, VS.NET 2015, ASP, ASP.NET, HTML</i>
<i>Databases :</i>	<i>MS SQL Server 2015</i>
<i>Platforms :</i>	<i>Windows XP/10</i>
<i>Software :</i>	<i>Visual Studio .NET, MS Office Suite</i>

EDUCATION

Bachelor of Arts, Mathematics with minor in Business, Washington University, St. Louis, MO.

LaunchCode LC101

- LC 101 is a 20-week course designed to prepare participants to become front-end JavaScript or Java or back-end C# developers.

EXPERIENCE

MIDTOWN PERSONNEL, St. Louis, MO

2016-2017

Data Entry

- Processed customer and account source documents by reviewing data for deficiencies; resolving discrepancies by using standard procedures or returning incomplete documents to the team leader for resolution.
- Verified entered customer and account data by reviewing, correcting, deleting, or reentering data; combining data from both systems when account information is incomplete; purging files to eliminate duplication of data.
- Maintained operations by following policies and procedures; reported needed changes.
- Maintained customer confidence and protected operations by keeping information confidential.

QUADGRAPHICS, St. Louis, MO

2008-2016

Lead Production Coordinator

- Utilized custom software to enter data to create fly over product boxes for web page functionality.

- Assigned proper categories to products and verified text data for accuracy and readability.
- Identified product numbers and various flags in text and reported to analysts through Outlook.
- Troubleshoot issues with customer-supplied material and drew up standard operating procedures in Microsoft Word.
- Tracked client load data in Microsoft Excel to judge billing and edited Excel Basic macros.
- Consistently met deadlines with near perfect accuracy.

SYMON COMMUNICATIONS, St. Louis, MO

2006-2008

Programmer

Constructed and maintained new hospitality Meeting and Events plug-in with C#.NET in Visual Studio.

Using Delphi, constructed and maintained databases containing images and information for control of the timing, technique, and placement of the images on television, LCDs, and plasma screens.

VERTIS, St. Louis, MO

2003-2006

Production Coordinator

- Provided key insights to manager at Vertis that led to doubling efficiency of data entry.
- Utilized custom software to enter data to create fly over product boxes for web page functionality.
- Assigned proper categories to products and verified text data for accuracy and readability.
- Identified product numbers and various flags in text and reported to analysts through Outlook
- Troubleshoot issues with customer-supplied material.
- Consistently met deadlines with near perfect accuracy.

ADECCO, St. Louis, MO

2003

Support Specialist

Using proprietary database software processed hundreds of forms for client each day.

AFS, INC, St. Louis, MO

1998-2002

Programmer

- Designed and wrote user and database interface to enter and schedule the display of data on LED displays between the windows at the Scottrade Center Ticket Office which has worked continuously since 2001.
- Using Delphi, constructed and maintained databases containing images and text for control of the timing, technique, and placement of the images on television, LCDs, and plasma screens.
- Lowered costs by using Delphi to develop first Windows user interface and database for company's primary turnkey system.