



# R Hilsen's Resume

*one who designs and builds great websites*



## Who am I?

I am an experienced science & technology Project Leader and former Business Development Coordinator. I have proven I can coordinate, collaborate and provide strategic advice to complete the most challenging project deliverables. I have proven I can get the job done.

As a self-taught web developer, I have shown that not only am I driven to learn and that I appreciate a good challenge, but I have a talent for making great, fully responsive websites.

## Relevant Skills

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- /\*/ Strong analytic and problem-solving skills
- /\*/ Strong verbal and written communication skill
- /\*/ Can work in fast-paced environment (aka ridiculous deadlines)
- /\*/ Willingness to take ownership of projects, both the good and the bad
- /\*/ Can communicate ideas clearly to both technical and non-technical audiences
- /\*/ Willingness to work with emerging alternative technologies
- /\*/ Fantastic time management skills, prioritization skills
- /\*/ Superior attention to detail although not quite to the point of being annoying
- /\*/ A love and talent for creating user friendly & responsive websites

# Work Experience

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## Project Leader

- <> Coordinated and integrated project implementation activities, timelines and resources
- <> Wrote project documentation, presentations, as well as, operating procedures and training plans
- <> Acted as a liaison between internal project team members and external stakeholders

## Business Development Coordinator

- <> Developed project concept information and presentations in order to provide information and advice that created buy-in from stakeholders on various projects
- <> Provided specialist advice on various scientific and business issues in order to move forward with appropriate agreements
- <> Completed confidentiality agreements, collaborative agreements, memorandums of understanding, letters of intent, and much more

## Web Development & Social Media Marketing

- <> Completed various responsive web sites for clients with a wide range of needs
- <> Experienced with E-marketing and Facebook campaigns
- <> Designed and wrote promotional materials including brochures, coupons, flyers, white papers and info-graphics

# Education

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## Formal Education

- <> BSc in Biological Sciences
- <> Diploma in Biotechnology

## Self-Paced Education (2015 – present)

What I know:

- HTML5
- CSS3 & SASS
- JavaScript & jQuery
- Bootstrap 3 & 4
- Photoshop
- UI Design Principles
- Social Media Marketing knowledge including; Google Analytics & Google Ad Words, Facebook Analytics and general SEO strategy knowledge
- Various content management systems like Wordpress and Modx.

How I know it:

- lynda.com
- Watch & Code (Practical JavaScript)
- Mozilla Developer Network
- codecademy.com
- freecodecamp.co
- codex.wordpress.org
- And a bunch of other reputable online resources...Git Hub, Stack Overflow, etc. (there's a lot of smart people out there, and I thank them)

## Additional Courses

Project Management Extension Certificate

Introduction to Contracting for Services

Effective Team-Building Strategies

Certificate Course in “Management Seminars for Supervisory Personnel”

Public Speaking Course & Effective Presentations