**Melinda Hernandez**

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630-217-7798 | 4622 Lake Valley Dr. | Apt 2A | Lisle, IL 60532

**Technical Skills**

**Languages:** Proficient in JavaScript, HTML and CSS. Some familiarity with PHP.

**Libraries & Frameworks:** Experience using Bootstrap and jQuery.

**Additional Web Tools:** Familiar with Wordpress API, Git, SourceTree and cPanel.

**Recent Coursework**

**College of DuPage**

* Programming & Logic Technique
* HTML & CSS

**Experience**

**Big Tuna** Winfield, IL

*Website Developer* Oct 2015 – Present

* Structure webpage content in a responsive environment using HTML, CSS and Bootstrap.
* Ensure consistency and quality of websites for responsiveness, functionality and UI.
* Co-develop interactive, reusable widgets for website use including accordions, sliders, buttons and other dynamic features.
* Meet an average monthly launch goal of 40+ sites.
* Collaborate with development team for completion of server migration by exporting SQL databases to a temporary staging site and making updates to outdated code.

*Project Coordinator* Feb 2015 – Sept 2015

* Write, develop and edit engaging marketing copy for websites
* Coordinate project information between management, writers and web designers
* Proofread copy for clarity, accuracy of detail and consistency of style
* Optimize websites for search engines by creating title tags, meta descriptions and keywords

**Gerber Plumbing Fixtures LLC** Woodridge, IL

*Marketing/ O&D Intern* June 2014 – Feb 2015

* Coordinated key product information and assets for Shotfarm, a digital asset management system
* Conducted competitive analysis on consumer interfacing websites, SEO, wholesale distributor and social media presence and report findings to marketing team
* Retrieved information, entered data, created content and defined naming conventions for Shotfarm taxonomy
* Wrote copy for product descriptions and branded landing pages
* Managed and prioritized multiple projects, including overstock & discontinued product spreadsheets
* Edited, resized, or recolored images and other materials in Photoshop and Illustrator

**Humanitarian Service Project** Carol Stream, IL

*Senior Citizen Project Intern* Jan 2014 – May 2014

* Interviewed senior citizens and wrote “Senior Updates” to help retain sponsorship for low-income senior citizens in program
* Improved and maintained monthly e-newsletter with over 100 subscribers
* Designed tri-fold mailer for paper drive initiative, resulting in a donation valued at $7,433
* Created graphics for e-newsletter and other assets
* Generated blog content for Facebook and Blogger posts three times a week
* Wrote press releases regarding donations and grants to organization

**Education**

**Elmhurst College** May 2014

BA in English writing

Minor in intercultural studies

*Graduated Magna Cum Laude*