Matt Whitcomb

Web Designer

Contact

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📍 Greater Seattle Area

⎔ mkwtek.github.io/portfolio

Skills

Analytical Reasoning

Problem Solving

Team Management

Project Scheduling

Strategic Planning

Technical Knowledge

Web Design & Development

HTML / CSS / JavaScript

SQL / PHP / jQuery / SEO

Zapier / Graphic Design

WordPress / Joomla! / LGL

Wix Editor X / Webflow

Trello / Jira / Kanban / Miro

Google Workspaces / Canva

AWS / Cloud Computing

Scrum / Agile Frameworks

Profile

Hardworking resilient individual with strong analytical and critical thinking skills seeking career opportunities as a Web Designer, Front-end Developer, or Scrum Master leveraging knowledge and experience from a managerial and technical background.

Education

Computer Information Systems Degrees & Certificates

Web Application & Cloud Developer Associate of Technical Arts Degree
Web Development Certificate of Completion
Web Application Developer Certificate of Completion
Systems Development Certificate of Completion
Database Certificate of Completion
Edmonds College / 2021-2022 / Academic Honors 3.83 GPA

Automotive Technology
De Anza College / 2012-2013

Multimedia Digital Arts
Multimedia Digital Arts Associate in Science Degree
Certificates of Competency, Specialization, & Achievement in Multimedia Digital Arts
San Jose City College / 2002-2007

Experience

Web & Tech Manager (Fellow)
Seaside Sustainability / 2023-Present / Remote from Seattle, WA to Gloucester, MA

- Completely overhauled and restructured the Web & Tech department while managing the daily operations by utilizing Scrum and Agile frameworks along with kanban style boards (Trello) in order to establish an efficient workflow.

- Served in the roles of a Department Manager, Scrum Master, Front-end Web Developer, Project Manager, and a liaison between different departments in order to facilitate and support the needs of a diverse, globally remote team for a large non-profit organization. The team and department are currently running smoothly and the organization is back on track with new programs and projects in place after a sixth month backlog of issues that existed prior to my arrival.

- Utilized a variety of software and tools such as Atlassian's Trello Kanban style board for virtual team organization, Wix Editor X for managing the company's website, Zapier for software integrations, Google Workspaces for team collaboration, Miro, Little Green Light, MailerLite, Airtable, Canva, and Figma, among others.

City-Approved Vehicle Safety Inspector
KNA Solutions / 2020 / Seattle, WA

- ASE certified lead inspector, licensed by the City of Seattle. Performed inspections at a Lyft facility to ensure protocols and guidelines were followed. Utilized proprietary customer relationship software (CRM) to post results via Google Cloud directly to the City of Seattle Database.

Automotive Technician / Service Writer
Wilson Brothers / 2018-2020 / Seattle, WA

- As lead technician, diagnosed on-board computer systems, interpreted electrical schematics, performed a wide array of vehicle repairs, along with service writing, and ordering parts. When required ran entire operation independently while increasing revenue growth.

Automotive Technician
Matt's Greenwood / 2017-2018 / Seattle, WA

- Performed maintenance, diagnosis, and repair of vehicles ensuring customer satisfaction and retention, while communicating effectively with the service writing team to accurately estimate time frames and workloads maximizing profitability.

Automotive Technician
InFront Automotive / 2016-2017 / Auburn, WA

- Upgraded, diagnosed, and modified performance vehicles with custom and aftermarket parts for them to be run on a dynamometer for software tuning optimization. This required unique and creative approaches to resolve complex technical issues.

Automotive Technician
Tom's Automotive / 2016-2016 / Seattle, WA

- Worked with a team of mechanics and service writers keeping the shop operating efficiently to serve customers and their vehicles.

Automotive Technician / Service Writer / Parts Manager
Liberti's Auto Electric / 2012-2016 / Milpitas, CA

- Key holder responsible for all shop duties keeping the business running smoothly as lead mechanic, service writer, parts manager, and cashier, while also mentoring novice technicians. Performed electrical troubleshooting, oscilloscope waveform analysis, vehicle computer module programming, drivability diagnostics, as well as worked on custom projects, classic, and performance vehicles.

Automotive Technician
Sturken Auto Body & RV / 2011-2012 / San Jose, CA

- Supported the mechanical repair side of the business performing duties such as maintenance, alignments, tires, diagnostics, A/C, electrical, and specialty RV work.

Inventory Team Lead / Manager
Centric Parts / 2007-2011 / Carson, CA

- Managed a new department with a diverse, bi-lingual team for a leading automotive brake manufacturer. Implemented new strategies with improved inventory tracking procedures and created annual projection schedules which resulted in increased supply chain efficiency and profitability. This satisfied auditors which helped to ensure financial loans would be approved by credit lenders.

*Additional job history, education, and certificates available upon request or via Linkedin.