Matt Whitcomb

Web Developer / Scrum Master / Product Owner

Contact

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📍 Greater Seattle Area

○ mkwtek.github.io/portfolio

Skills

Analytical Reasoning

Scrum Framework

Agile Principles

Facilitation and Coaching

Backlog Management

Problem Solving

Team Management

Project Scheduling

Strategic Planning

Resource Allocation

Iterative Design Thinking

Certifications

Microsoft MTA:
- Introduction to Programming Using HTML & CSS Certified 2022

Scrum Alliance:
- Certified Scrum Master (CSM)
- Certified Scrum Product Owner (CSPO)

ASE Certifications:
- C1 G1 A1 A4 A5 A6 A7 A8

Profile

Results-driven and detail-oriented professional with experience leading Agile web development teams along with a background in web design, front-end development, and project management. Skilled in Agile and Scrum Frameworks, team leadership, and leveraging technical expertise to drive successful outcomes. Strong facilitation, communication, and leadership skills. Committed to fostering collaboration and continuous improvement within cross-functional teams. Seeking career opportunities as a Scrum Master, Product Owner, Web Designer, or Front-end Developer to create engaging user experiences and innovative web solutions.

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 to Associate)
Seaside Sustainability / 2023-Present / Remote from Seattle, WA to Gloucester, MA
- Overhauled and restructured the Web & Tech department, implementing Agile and Scrum frameworks along with kanban to establish an efficient team and workflow.
- Served as a Department Manager, Scrum Master, Product Owner, 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.
- Rapidly and efficiently acquired proficiency in using a diverse range of software and tools, such as Trello, Wix Editor X, Zapier, Google Workspaces, Miro, Figma, Canva, MailerLite, Little Green Light, and Airtable, among other applications.
- Guided and mentored interns in implementing responsive web design best practices and effectively utilizing tools to accomplish tasks.
- Collaborated with stakeholders to perform heuristic evaluations, effectively identifying user needs and pain points, then analyzed the feedback to implement targeted improvements and innovative design solutions.

Certificates

Coursera Certificates:
- Agile with Atlassian Jira issued by Atlassian University
- Create a no-code responsive website with Webflow

Codecademy Certificates:
- Learn CSS
- Learn User Research Generative
- Code foundations Skill Path
- Learn How to Code
- Introduction to UX/UI Design
- Learn Bootstrap

Technical Knowledge

Web Development:
HTML / CSS / JavaScript
SQL / PHP / jQuery / SEO
MySQL RDBMS /
Bootstrap / GitHub
WordPress / Joomla!
Wix Editor X / Webflow
Visual Studio Code
Sublime Text / Notepad++

Design Tools:
Canva / Photoshop
Illustrator / InDesign

Collaboration Tools:
Miro / Zoom / Figma / Jira
Trello / Google Workspaces

Video Editing:
Premier Pro
Final Cut Pro

Microsoft Suite:
Word / Access / Excel
PowerPoint / Teams

Other:
AWS / Cloud Computing
Little Green Light / Zapier

City-Approved Vehicle Safety Inspector
KNA Solutions / 2020 / Seattle, WA
- ASE certified lead inspector responsible for conducting inspections at a Lyft facility supervising a team of inspectors to ensure strict adherence to protocols, guidelines, and city regulations.
- Utilized proprietary customer relationship management software (CRM) to post results via Google Cloud to the City of Seattle Database.

Automotive Technician / Service Writer
Wilson Brothers / 2018-2020 / Seattle, WA
- Functioned as the lead technician, adeptly diagnosing on-board computer systems, interpreting electrical schematics, executing diverse vehicle repairs, managing service writing, and overseeing parts procurement.
- Demonstrated autonomy by independently running the entire operation in owner's absence, leading to notable revenue growth.

Automotive Technician
Matt's Greenwood / 2017-2018 / Seattle, WA
- Provided top-tier vehicle maintenance, diagnostics, and repairs, exceeding customer expectations and fostering loyalty.
- Collaborated effectively with the service writing team to optimize operational efficiency and resource allocation in a fast-paced environment, accurately estimating time frames and workloads for maximum profitability.

Automotive Technician
InFront Automotive / 2016-2017 / Auburn, WA
- Enhanced performance vehicles by upgrading, diagnosing, and customizing them with aftermarket parts, meticulously preparing them for software tuning optimization on dynamometers.
- Demonstrated exceptional ingenuity and resourcefulness in successfully resolving unique and complex technical challenges by employing innovative approaches.

Automotive Technician
Tom's Automotive / 2016-2016 / Seattle, WA
- Fostered a collaborative environment with a team of mechanics and service writers, optimizing the operational efficiency of the shop to deliver exceptional service to customers and their vehicles.

Automotive Technician / Service Writer / Parts Manager
Liberti's Auto Electric / 2012-2016 / Milpitas, CA
- Oversaw all shop duties as keyholder, excelling as lead mechanic, service writer, and parts manager.
- Mentored and guided novice technicians fostering their professional growth and enhancing team performance.
- Specialized in electrical troubleshooting, oscilloscope waveform analysis, vehicle computer module programming, and drivability diagnostics.
- Demonstrated expertise in handling unique challenges, including custom projects, classic vehicles, and modified high-performance cars.

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 / Department Manager
Centric Parts / 2007-2011 / Carson, CA
- Successfully launched and managed a dynamic new department, optimizing inventory tracking on multi-million-dollar inventory and overseeing a diverse, bi-lingual team.
- Developed comprehensive annual projection schedules, achieving favorable audit outcomes and reinforcing credibility with credit lenders.