

## Contact

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Greater Seattle Area

mkwtek.github.io/ portfolio

# Technical Skills & Tools

## **Web Development:**

ExpressionEngine
WordPress / Joomla!
Wix Editor X / Webflow
HTML / CSS / JavaScript
Bootstrap / WCAG
Web Accessibility Standards
SQL / PHP / jQuery / SEO
MySQL / RDBMS

## **Software & IDEs:**

Visual Studio Code
Sublime Text / Notepad++
Design Tools:

Photoshop / Canva / Figma Illustrator / InDesign

## Agile & PM Tools:

Jira / Trello / Miro / Zoom Google Workspaces

Video & Media:

Premier Pro / Final Cut Pro

#### **Other Tools:**

AWS / Cloud Computing
Little Green Light / Zapier
MachForm / Microsoft Word
Excel / Access / PowerPoint
Teams

## Matt Whitcomb

Web Developer / Technology Consultant

## Profile

Web developer and technology consultant with expertise in front-end development, project management, and technology solutions for businesses and non-profits. Skilled at translating complex problems into actionable solutions, optimizing team workflows, and delivering engaging user experiences through innovative web solutions.

## Experience

### Web Developer and Consultant

NetRaising (Remote) | Mar 2024 - Jun 2025

- Built and launched responsive websites in Expression Engine for nonprofit clients, combining CMS templating (tags, conditional logic, unique fields) with custom built front-end development (HTML, CSS, JavaScript) and MachForm integration to deliver client-requested features.
- Solved complex design and technical challenges by implementing custom features while prioritizing accessibility (WCAG standards), SEO, and performance optimization, consistently achieving high scores using Lighthouse, color contrast testing, and other key metrics.
- Collaborated with designers and stakeholders to produce mobile, tablet, and desktop-ready websites, as well as provided one-on-one client training and support to ensure a smooth handoff and ongoing site management.

#### Web & Tech Manager (Internship - Fellow to Associate positions)

Seaside Sustainability (Remote) | Jan 2023 - July 2023

- Served in capacity 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 nonprofit organization.
- Overhauled and restructured the Web & Tech department, implementing Agile, Scrum, and kanban to establish efficient workflows and delivery cadence.
- 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 custom designed solutions.
- 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 others.

## Professional Skills

Analytical Reasoning
Problem Solving
Facilitation and Coaching
Team Management
Scrum Framework
Agile Principles
Backlog 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

## Certificates

## **Codecademy Certificates:**

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

#### **Coursera Certificates:**

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

## **Additional Professional Experience**

California & Washington | 2001 – 2022

Progressed through multiple roles, including a long tenure as an Automotive Technician, Head Vehicle Safety Inspector, and advancement to Inventory Department Lead. Balanced full-time work with college coursework, ASE certifications, and industry training, sometimes holding multiple jobs simultaneously. Earlier roles in retail, sales, and customer service further developed communication, client relations, and adaptability, which complemented later technical mastery, diagnostic expertise, and operational leadership. Across all roles, strengthened perseverance, problem-solving, and collaboration, providing a strong foundation for consulting and client-focused environments.

- Performed advanced diagnostics on mechanical and electrical systems using wiring schematics and structured testing methods, honing analytical and troubleshooting skills.
- Applied precision and systematic problem-solving through drivability diagnostics, oscilloscope waveform analysis, and module programming.
- Managed shop operations as a service writer and technician, including parts management, and explained complex issues to clients in accessible terms.
- Led vehicle safety inspection teams, ensuring compliance with city and state regulations, demonstrating leadership, accuracy, and attention to detail.
- Directed inventory management for multi-million-dollar operations, optimizing processes, reducing errors, and coordinating cross-functional teams
- Trained, mentored, and supervised junior technicians, developing leadership, coaching, and team collaboration skills.
- Tackled complex technical challenges, including high-performance vehicles, custom modifications, and specialized mechanical systems, fostering adaptability and innovative problem-solving.

Additional, roles, responsibilities, and certifications detailed on LinkedIn.

## Education

Washington State University (WSU) | 2024 – 2025 | GPA 4.0

Field of study: Psychology (currently in progress)

Edmonds College | 2021-2022 | GPA 3.85, Academic Honors

Field of study: Computer Information Systems

- 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

### De Anza College | 2012-2013

Field of study: Automotive Technology

Continuing education to gain industry certifications while working in the field

### San Jose City College | 2002-2007

Field of study: Multimedia Digital Arts and Web Design

- Multimedia Digital Arts Associate in Science Degree
- Certificates of Competency, Specialization, & Achievement in Multimedia Digital Arts