

# ROBERT G. RALEIGH

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## IT PROJECT MANAGER

An adept, empathetic IT Project Manager with 5+ years of combined project management and team leadership. Planned, iterated, and launched more than 100+ successful technology project using agile project methodology and tools. Skilled communicator who excels at directing and mentoring 9 - 15 member project teams.

## PROFESSIONAL EXPERIENCE

### Project Manager

Hello World Devs • Portland, OR • Aug 2016 – Present

- Led 9 person team in development of 80+ projects from initiation to launch
- Managed ongoing roster of 5 – 7 projects with budgets of \$5,000 – \$250,000
- Facilitated company-wide use of agile methodology using Jira and Confluence

### Executive Director

Log Camp at Impact NW • Portland, OR • Oct 2012 – Mar 2016

- Global finalist for Imagine K12 EdTech and PIE PDX accelerators in 2014
- Scaled technology education programs to seven locations, serving 225+ youth
- Led 7-person product team, producing 140+ hours of instructional materials

### Frontend Developer

RGR Digital Services, LLC. • Portland, OR • Apr 2007 – Dec 2012

- Developed 20+ web and e-commerce sites using HTML, CSS, and JavaScript
- Secured 30+ small and mid-size contracts with budgets of \$3,000 - \$20,000
- Used Lean and Agile methodology to meet project scope, budget, milestones

### Technology Community Relations Specialist

Corvallis Chamber of Commerce • Corvallis, OR • Apr 2009 – Dec 2009

- Restored organizational goodwill with seven regional technology groups
- Produced ARRA Act investment workshop attended by 100 key stakeholders
- Increased organizational efficiency by building a 5-county prospect database

### Event Manager

Technology Association of Oregon • Portland, OR • Apr 2009 – Dec 2009

- Increased total event attendance from 980 to 1280 attendees within one year
- Grew total event sponsorship sales by \$14,000 as part of seven person team
- Managed all event plans, budgets, reports, contracts, vendors, and permits

### Shift Leader/Trainer

Oregon Health & Sciences University • Portland, OR • Sep 2004 – Dec 2007

- Reached 96% accuracy rating by re-assigning team duties to better suit skills
- Achieved 16% reduction in daily production time by altering delivery routes
- Trained and onboarded 15+ diverse, bilingual, and multinational employees

## SKILLSET

### PM Software

- Basecamp
- Confluence
- Dropbox
- Google Apps
- Harvest
- Jira
- MS Project
- Trello

### CMS Platforms

- Drupal
- Squarespace
- Wordpress

### E-Commerce

- Big Commerce
- Magento
- Paypal
- Shopify
- Snipcart
- Square
- Stripe

### Design Software

- Canva
- InDesign
- Invision
- Photoshop
- Sketch

### Communication

- Gmail
- Hangouts
- Skype
- Slack

### Languages

- HTML5
- CSS3
- JavaScript

### JS Libraries

- Angular

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## VOLUNTEER EXPERIENCE

### **Compassion Connect • Oct 2015 – Present**

- Downtown Compassion Clinic – Event Host

### **Native American Youth and Family Center • Dec 2014 – Present**

- Community Leaders Council – Councilor
- Sunrise East Program – Business Mentor
- NAYA Gala – Event Host

### **Metal Toad Media • Jun 2014 – Present**

- Mentorship Saturdays – Technology Mentor

### **First Baptist Church of Portland • Dec 2014 – Present**

- Church Diaconate – Board Secretary
- Stewardship/Property Committee – Faith/Witness Committee – Member

### **Multnomah County • Jan 2013 – Present**

- Office of Aging and Disability – Court-Appointed Public Guardian

### **Portland Metro STEM Partnership • Jan 2013 – Dec 2015**

- STEM Teachers Collaboratory – Member

### **City of Portland • Oct 2015**

- Digital Equity Action Plan – Community Advisor

### **Catlin Gabel School • Feb 2014**

- Startup Camp PDX – Technology Mentor

### **TiE Oregon • Apr 2014**

- The Young Entrepreneurs – Technology Mentor

- jQuery
- React

### **CSS Frameworks**

- Bootstrap
- Foundation
- Material CSS
- Semantic UI

### **Version Control**

- Bitbucket
- Github

### **Build Tools**

- Bower
- Gulp
- Webpack
- Yeoman

### **Static Generators**

- Brunch
- Gatsby
- Jekyll