

# TIM SEARLES

ENTREPRENEUR / TECHNOLOGIST / CONSULTANT



☎ 312-859-9946

✉ timsearles08@gmail.com

📍 7438 S Ellis Ave, Chicago, IL

🌐 tssconsulting.co

## SUMMARY

I am equal parts technologist, systems creator, and problem solver. Overall my experience has been in helping clients arrive at the right solution using the right tools to reach the right people.

## SKILLS

- Web Design/Front-End Development
- Adobe Creative Suite
- Microsoft Office Suite
- Problem-Solving
- Computer Literacy
- Project Management Tools
- Strong Communication

## ENTREPRENEURIAL ENDEAVORS

### ACCOUNT MANAGER + CREATIVE DIRECTOR + MINORITY OWNER

LifeOrganics Manufacturing Company, LLC -- Chicago, IL  
March 2021 - Present

- Establishing the brand for the organization including website creation and maintenance, creating graphic assets, e-commerce setup
- Creating cost analyses for clients; managing client projects from start to finish
- Assisting CEO in establishing sales pipeline for the business
- Helping with operational processes and procedures
- Assisting with product fulfillment as needed

## EDUCATION

### M.A. ARTS, ENTERTAINMENT, MEDIA MANAGEMENT

Columbia College Chicago  
2000-2002

### B.S. COMPUTER SCIENCE

Northwestern University  
1995-1999

### DESIGNER + DEVELOPER + CONSULTANT + OWNER

TSS Consulting Company, LLC -- Chicago, IL  
October 2018 - Present

- Handling build and/or design of website projects for clients
- Consultations for small business owners looking to determine the technology to use for their business
- Execution of freelance web development requests
- Branding design work for clients (e.g. logo design, digital document assets, business stationery, etc.)

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## OTHER PROFESSIONAL EXPERIENCE

### SENIOR INTERACTIVE DEVELOPER

AbelsonTaylor, Inc. -- Chicago, IL

November 2013 - March 2021

- Core assignment: building websites and other interactive assets for independent healthcare marketing agency based in Chicago, IL.
- Platform work in software such as Veeva, Skura; building websites through Wordpress
- Collaboration with other teams in the agency to help client reach end goals -- user experience, design, copy, project & account management
- Code reviews for other developers on the team as requested

### DEVELOPER --> SENIOR DEVELOPER

Designkitchen, Inc. -- Chicago, IL

Developer: November 2006 - December 2012

Senior Developer: January 2013 -- November 2013

- Core assignment: executing development of designed websites as provided by art directors for marketing agency located in Chicago, IL
- Project lead on variety of projects for major consumer brands
- Collaboration with other teams in the agency to help client reach end goals -- user experience, design, copy, project & account management
- Code reviews for other developers on the team as requested

### ADJUNCT INSTRUCTOR

Westwood College of Technology -- Woodridge, IL

September 2005 - December 2005

- Taught students from late teens to adults in database management and multimedia
- Created curriculum and testing materials to assist students over a 10-week period

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## VOLUNTEER OPPORTUNITIES

### MENTOR

Polsky Center for Entrepreneurship and Innovation at The University of Chicago -- Chicago, IL

August 2018 - February 2022

- Assisting students from University of Chicago's Booth School of Business as well as correlating entrepreneurial community in specialized areas of business and technology
- Held monthly mentor appointments to help program members with questions related to real-world problems or general inquiries around business and tech
- Helped coach students through pitches for funding opportunities
- Provided digital execution around web design/development where requested
- Gave estimates around costs for sourcing technology as well as consult around recommended providers based on application mentioned

### BOARD MEMBER

Hyde Park Vineyard Church -- Chicago, IL

General Director: February 2016 - February 2017

Vice President: February 2017 - September 2020

- Contributed to discussions and steps around major transition from rental space to first building acquisition
- As Vice President, I was tasked with providing leadership to team of directors during president's 3-month sabbatical in 2018. This included making decisions around mid-year budget adjustments, handling decisions around major repairs and general explanation of financial status to partners
- Assisted with policy and procedural creation around employee matters, COVID-19, etc.
- Contributed to annual and mid-year budget discussions and creation