

# Zachary John

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[Portfolio Website](#) | [Github](#) | [LinkedIn](#)

## **PROFILE**

- Over 3 years of front-end web development experience.
- Lead a team responsible for redesign of Trent University's myCommunity website to upgrade its accessibility and responsive design elements in accordance to laws and modern design principles.
- Data Analysis, Web Scraping, Database Management, Machine Learning and Software Development experience.
- Technical skills including Python, R, Javascript C#, Java, SQL, PHP, HTML, CSS, Wordpress, Raiser's Edge NXT, Bootstrap 4, technical support and graphic design.
- Experience working in a team contributing to collaborative software projects using version control software.

## **EDUCATION**

**September 2016 – May 2021**

**Trent University**, Peterborough, Ontario

- Bachelor's of Arts in Computing Systems

**R.S.McLaughlin Vocational Academy** Oshawa, Ontario

**September 2012 - June 2016**

- Bilingual Certificate

## **WORK EXPERIENCE**

**External Relations and Advancement - Trent University**

**September 2019 - August 2020**

*Philanthropic Fellow*

- The fellowship was divided into three sections, each under a different department at Trent University: the Development Office, Alumni Affairs and the Office of Advancement Services
  - September 2019 - December 2019 with the Development Office:
    - Worked on front facing content targeted at alumni and donors on Blackbaud's NetCommunity platform
    - Worked with sensitive alumni and donor information on the Raiser's Edge NXT database on the backend.
  - January 2020 - March 2020 with Alumni Affairs:
    - Worked on front-end content targeted at alumni on Blackbaud's NetCommunity platform
    - Worked on a data collection project regarding alumni award voting and creating an improved reporting system.
    - Improved processes and wrote documentation for Alumni Affairs regarding collecting alumni data using my experience on the backend.

- April 2020 - August 2020 with the Office of Advancement Services:
  - Lead a team responsible for the redesign of Trent University's myCommunity website made with the Bootstrap 4 framework.
  - Increased the accessibility of the myCommunity website in accordance with Ontario regulations (AODA).
  - Added responsive design elements in accordance to modern design principles.
  - Wrote custom javascript functionality for the NetCommunity website.
  - Wrote technical documentation regarding website functionality and software processes.
  - Demonstrated adaptability, responsibility and communication skills by quickly adjusting to the work from home environment caused by COVID-19 pandemic.

#### **Alumni Affairs - Trent University**

**September 2019 - March 2020**

##### *Communication Assistant*

- Created content for and improved the Online Trent Magazine Wordpress site.
- Helped with production, hosting and marketing of the Trent Voices Podcast.

#### **The Office of Advancement Services - Trent University**

**May 2017 - August 2019**

##### *Web Team Lead*

- Worked on front facing content targeted at alumni and donors on Blackbaud's NetCommunity platform.
  - Wrote custom javascript functionality for the NetCommunity website.
- Worked with sensitive alumni and donor information on the Raiser's Edge NXT database on the backend.
  - Database tasks include general maintenance of donor records, pulling queries and leading larger projects such as the yearly staff and graduate uploads.
- Wrote technical documentation regarding website functionality and software processes.
- Designed custom E-blasts and wrote communications that were sent out by the Office of Advancement Services.
  - Created content for Trent University to use that aligns with established style guide and branding guidelines.
- Responsible for troubleshooting and problem solving as errors occur with software.