

Objective:

To utilize my professional and educational experience to further my career with an ambitious and growing organization.

Work Experience:

Steelcoast Creative - 6/01/2008 - Present

Position: Interactive Developer

Responsibilities:

- Utilization of XHTML, CSS, JavaScript (jQuery), Flash/Actionscript, and PHP to convert designs into functional websites
- Monthly and quarterly updates of client sites
- Developing and testing websites and e-mail newsletter templates for cross browser/platform compatibility
 - IE6+, Firefox and Safari, Chrome
 - Outlook, Thunderbird, and web based e-mail clients
- Development of custom WordPress templates.
- Interfacing with clients to develop and broaden social media campaigns

Accomplishments:

- Developed website pro-bono for Hatian Orphan Rescue, a non-profit organization founded by Jamie and Ali McMutrie.
- Implemented galleries for www.lotenero.com, which was featured as one of How.com's "Top 10 Sites to See This Month"

American Red Cross Southwestern Pennsylvania Chapter - 10/17/2005 - 5/20/2008

Position: Sales Representative - 1/2006 - 5/20/2008

Responsibilities:

- Facilitated sales of first aid and CPR training contracts, product sales and in-house community courses
- Served as sales manager for community training and semi-annual aquatics schools
- Retained and grew current accounts and converted inbound sales inquiries into new customers
- Grew Automated External Defibrillator sales program

Accomplishments:

- Coordinated nationwide training for large local company generating income for chapters across the country and our own
- Worked with Florida based company to establish corporate wide training session in Pittsburgh
- December 2007 aquatics school 40% over gross budget
- Community CPR training 20% over gross budget

Related Skills:

- XHTML, CSS, ActionScript, SQL
- Proficient with JavaScript, PHP, XSLT/XML
- Dreamweaver, Flash, Photoshop/Imageready, Director
- Sales Experience
- Customer Service Experience
- Microsoft Office (Word, Excel, PowerPoint)

Education:

Art Institute of Pittsburgh **Degree:** Bachelor of Science: Website Design and Interactive Media
420 Boulevard of the Allies **GPA:** 3.3
Pittsburgh, PA 15219

Position: Database Specialist - 10/17/2005 - 10/31/2006

Responsibilities:

- Managed database holding 71,000+ donors
- Processed, coded and entered all donations as well as reconciled donations with accounting department
- Co-managed direct mail fundraising program
- Managed all third party fundraising agreements
- Programmed reports to meet the needs of the Executive Offices, Marketing and Communications, and the Quality Assurance Department

Accomplishments:

- Praised by Snyder Downs auditing firm for synchronizing financial donor database codes and accounting codes
- Grew third party fundraising revenue by 47%
- Programmed many reports to extract financial data which are still in use by Financial Development (8/2/2010)

Charitable Work/Volunteerism:

- Designed/developed website for University of Pittsburgh Student Dietetics Association
- Certified First Aid CPR/AED instructor for the American Red Cross Southwestern Pennsylvania Chapter
- Active member and author of governing articles for local American Red Cross Young Professionals Program
- Member of the Eco Designers Guild, which is working to inspire community leaders to further sustainable practices in the city