

**Address:**

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Kirkland, WA 98033

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**Professional Experience:**

**Independent Web Contractor**, Kirkland, WA., [www.twistoflime.com](http://www.twistoflime.com)  
Project Manager / Web Designer / Web Developer

1999 – Present

Provide creative, budget-friendly Web services to client's seeking Web design & development and Web hosting services.

- Work with clients to plan, develop and deploy websites based on the design brief and brand identity standards
- Develop website architecture, user interface and navigation
- Create web-based design themes, layouts, typography and presentation features
- Code designs, format copy, build site features and create templates
- Prepare, manipulate and optimize digital images for the Web
- Oversee server administration and maintenance, setup hosting accounts, e-mail, databases and FTP logins
- Integrate back-end features including shopping carts, surveys, forums, photo galleries, content management systems (CMS) and online reservation systems
- Test sites across platforms and browsers
- Assist clients with third-party online service setup and maintenance
- Provide clients with ongoing web development and technical support

**Dodge Schmitgall, Inc**, Portland, OR., [www.dsi-ads.com](http://www.dsi-ads.com)  
Director of Internet Services

July 2000 – April 2002

Responsible for designing and developing websites for this creative agency's corporate, non-profit, municipal and small to medium-sized business clients.

- Wrote and presented proposals to potential clients, answered design and technical questions and initiated followup conversations
- Collaborated with agency team on marketing direction to ensure website goals fit overall advertising strategies
- Responsible for designing, building and maintaining client websites
- Assisted clients with search engine optimization (SEO)
- Worked with third-party developers to connect back-end features
- Managed project resources, costs and timelines from start to finish
- Assisted clients with website analysis software
- Tested sites and graphics across platforms and browsers for the best possible load times and display
- Created Flash animation, banner ads and additional content sections
- Maintained agency's computer network, hardware and software

## Background Capabilities:

### Graphics:

Adobe Photoshop and Illustrator; Macromedia Freehand, Fireworks and Flash

### Web Tools:

BBEdit; Dreamweaver; Xyle Scope and Style Master (CSS); Macromedia Contribute; FTP; Telnet (SSH)

### Server Admin:

Root Access; Install and Update Applications, Basic Unix Commands

### Coding:

HTML, XHTML, DHTML, CSS, Javascript; Install 3rd Party Scripts (PHP, PERL, CGI), MYSQL

### Content Management Systems (CMS):

Movable Type (5+ years), Wordpress, Blogger

### Specialties:

- Project Management
- Proposal Writing and Presentation
- Budgeting and Asset Management
- Creative and Technical Guidance
- Web Design and Web Development
- Web Hosting and Server Setup
- Content Management and Updates
- Employee Management/Training
- Innovative Problem Solver

## Project Experience Highlights:

**Inn At Spanish Head**, Lincoln City, OR, [www.spanishhead.com](http://www.spanishhead.com)

Business: Hotel and Resort

**Responsibilities:** Web server setup, creative design and layout, site architecture, user interface and navigation, photography, site coding, database setup, hosting migration, shopping cart and online reservations integration, testing and deployment, client training, content updates

**Oregon Garden**, Silverton, OR, [www.oregongarden.org](http://www.oregongarden.org)

Business: Parks and Recreation

**Responsibilities:** RFP response and presentation, creative design and layout, site architecture, navigation and user interface, site coding, testing and deployment, client training

**Deston Nokes**, Portland, OR, [www.destonnokes.com](http://www.destonnokes.com)

Business: PR Firm

**Responsibilities:** Web server setup, creative design and layout, site architecture, user interface and navigation, photography, site coding, Web hosting, testing and deployment, content updates

**Electra Central Credit Union**, Portland, OR

Business: Banking

**Responsibilities:** RFP response and presentation, creative design and layout, site architecture, user interface and navigation, site coding, testing and deployment

## Education:

**Arizona State University**, Tempe, AZ

College of Business, B.A. Marketing, 1994