

Janie Slentz

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General Skills:

- Can learn new software, tools, and procedures very quickly.
- Strong organizational, analytical and project management skills.
- Can communicate processes to any sized team effectively and efficiently.
- Strong time management skills and quick turnaround times.

Computer Skills

- Knowledge in Word, Excel, Access, and PowerPoint, Photoshop, Illustrator, Dreamweaver, Notepad++, Flash, WordPress, GitHub, BitBucket, JSFiddle
- HTML, HTML5, XHTML, CSS, CSS3, PHP, MySQL, JavaScript, ActionScript, C, C++, Ajax, JQuery, Grid based frameworks, Google Webmaster tools, Google Analytics, Google AdSense
- SEO, Analytics, Social Media integration and marketing, branding, affiliate marketing, cross browser compatibility, troubleshooting, analytics

Work Experience:**Web Master (April 2013 - March 2014)**

Online Growth, Apopka, FL

In-House Projects

- Added, removed, and managed domains
- Installed, maintained, and managed the WordPress content management system across more than 200 websites
- Wrote custom CSS, HTML, and PHP in a text editor to create custom pages, templates, and designs
- Added affiliate marketing links and ads to various websites to generate ad revenue

- Applied Search Engine Optimization to all websites
- Researched, installed, and maintained various WordPress templates and themes
- Added content including: HTML, CSS, images, videos, and text articles to site through the WordPress interface
- Modified the WordPress settings through phpMyAdmin to make websites more secure
- Created and edited images for logos, banners, and ads in Adobe Photoshop and Illustrator
- Troubleshooted issues with corrupt code, hosting problems, permission issues, and theme malfunctions by editing WordPress settings, database entries, or files through FTP
- Cleaned websites that were previously hit with malicious code injections
- Managed and optimized various MySQL databases and FTP accounts

Client Projects

- Worked with clients to create mockups and push their approved designs to live websites
- Created custom designs, layouts, and color schemes
- Added various types of content as either articles or imagery per the client's request
- Added, verified, and troubleshooted all updates required by clients
- Managed client email accounts and email forwarders
- Built multiple types of websites for small companies including: Lead generation, e-commerce, company blog, and travel sites.
- Converted HTML design to WordPress website

Apprentice (June 2013 - September 2013)

Songbird, Orlando, FL

- WordPress website development (front and back end design)
- Handled adding, removing, and managing domains and subdomains
- Installed and maintained WordPress installations
- Researched, acquired, installed, and implemented various WordPress themes and plugins
- Communicated with clients and made changes and content updates to sites as required
- Used themes and custom HTML and CSS to create squeeze pages for lead generation
- Enabled social media integration throughout entire site

Web Designer (2009 - 2013)

All-Secure Graphics LLC, Eustis, FL

- Front-end design, logo and graphic design, database management, web content editor, web analytics (2009-2013)
- Created dynamic, database driven pages to display products using PHP and MySQL
- Integrated a custom shopping cart using PHP, CSS, HTML, JavaScript, and MySQL
- Created sites in a ColdFusion environment for marketing +8000 products
- Used HTML and CSS to create custom theme and color scheme in a limited and controlled building environment
- Managed MySQL database and .CSV files for +8000 products
- Optimized product images using Adobe Photoshop
- Used HTML, CSS, PHP, and MySQL to build custom links, forms, and site searches

TA

2010 University of Central Florida, FL

- Tutored other students in Javascript (2010)
- Graded exams and assignments
- Helped students complete assignments in person and via email

Volunteer Experience:

Assistant Basketball Coach (Volunteer)(October 2013 - January 2014)

Umatilla High School, Lake County School System

- Volunteered at Umatilla High School and assisted in coaching the varsity girls basketball team.
- Helped manage and plan practices

Web Designer, Game Developer (Volunteer)(2012 -)

G.I.S.H.W.H.E.S.

- Integrated an interactive Google map with markers containing user submitted videos (2012)
- Created an interactive gallery and point-and-click game to display artwork from a worldwide scavenger hunt using HTML, CSS, Javascript, and PHP (2013)
- Used HTML, CSS, JQuery, and PHP to build interactive and unique page designs

- Collaborated with supervisor and fellow designer in Australia via Skype to make major changes
- Used version control to aid in troubleshooting and updating design/functionality

Web Designer (Volunteer)(2010)

Orange Appeal Magazine

- Front-end design (CSS, HTML, XHTML, PHP)
- Created and implemented a custom design, color scheme, and layout

Education:

2009 Lake Sumter Community College
Dual Enrollment

2012 University of Central Florida
BA Game Design

Other Awards and Recognition:

- Awarded "Best in show" at UCF School of Visual Arts and Design Undergraduate showcase for Flash game "Defend Your Site!"
- Made UCF Dean's List every semester while attending the University of Central Florida
- High School Summa Cum-Laude