

Skills

- Ruby on Rails
- PHP
- MySQL
- HTML
- Javascript
- CSS
- ASP using VB
- Java / JSF / Tiles

Experience

Web Developer

June 2008 – Present Berkman Center Harvard University, Cambridge, MA

- Developed reporting and administrative functions tool for data collected on the Internet and Democracy project using Ruby on Rails
- Provide support, upgrades and regular maintenance for reporting and data collection applications
- Joined the Gender and Technology Committee to support research, foster leadership and develop a community for awareness of existing gender issues.

Web Developer

Nov 2005 – May 2008 First Marblehead Education Resources, Boston, MA

- Provided tier 3 support for all websites and applications including maintenance, enhancements and issues. This involved taking requests from the business and making design considerations for implementation using CSS, HTML and some Javascript.
- Worked with a project team to design and develop a Java based web application for student loan processing. Required assisting lead designer in implementing design templates using Tiles and JSF as well as further building out application using these templates as a guide.
- Led client company's loan funding website redesign effort which included gathering requirements, communicating with the business, development, communicating with QA, code management and overseeing implementation.
- Administered and supported Microsoft Office SharePoint for an organization of over 1000 people which involved gathering requirements from business groups to build customized SharePoint portals specific to business needs. Maintained all sites and required support for all users.

Junior Business Systems Analyst

Feb 2005 – Nov 2005 First Marblehead Education Resources, Boston, MA

- Gathered and documented business requirements for IT projects
- Created Use Cases from requirements gathered
- Participated in design phase of project conception

Administrative Assistant

Sept 2003 – Dec 2004 Pennsylvania State University, University Park, PA

- Day to day administrative duties for the Department of Civil and Environmental Engineering

- Aid in preparations for upcoming housing conferences
- Collect and store various data received from conferences

Design and Data Implementer

Mar 2000 – Jun 2003 New Media, Greentown, PA

- Data entry and monthly production of documents for American Express Bank using Quark Express and Adobe Illustrator
- Worked in a Macintosh intensive environment
- Created automation of generating the Quark Express version of the document into a more efficient database version using FileMaker Pro
- Frequent use of various applications for graphic data representation
- Worked month to month on a strict deadline
- Frequent interaction with clients
- Developed strong communication skills

Education

Harvard Extension School, Cambridge, MA

- Pursuing a Master of Liberal Arts in Information Technology, Concentration in Information Management Systems

Pennsylvania State University, University Park, PA

2000 - 2004

- Bachelor of Science, Computer Science