

John Jobseeker

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Summary: Successful project manager with an excellent track record of providing effective Internet marketing and technological solutions for diverse businesses. High-energy, results-oriented leader with proven ability to manage multiple projects at once while generating significant revenue and profit improvements for both employers and clients.

PROFESSIONAL EXPERIENCE

NAME OF COMPANY, City, ST

01/2001 - Present

Independent Consultant

Assist small and mid-sized businesses with establishing and maintaining an Internet presence. Services include project management; e-business strategy; web site design, implementation and management; e-commerce infrastructure; content creation; creative direction; and customized web-based applications. Portfolio:

- website 1
- website 2
- website 3
- website 4
- website 5
- website 6

Selected accomplishments:

- Database enhancements, code reviews and user interface design changes resulted in 300 percent increase in online sales for client, (name of website)
- Completed custom content management solutions for [names of three websites] that significantly reduced time needed for updates and eliminated high fees paid to outside maintenance companies
- Currently developing a résumé submission manager and a gift purchasing/reminder system for December 2002 release

NAME OF COMPANY, City, ST

10/1996 - 12/2000

Vice President of Operations

06/00-12/00

Director of Technical Svcs.

08/97-02/98

Vice President, B2C Practice

08/99-05/00

Senior Project Manager

02/97-07/97

Director of Operations

03/98-07/99

Producer

10/97-01/97

Promoted rapidly throughout four-year career. Duties included managing project teams and client relationships; providing technical solutions and creative direction; strategic management; budgeting, and P & L responsibility. Portfolio:

- Website 1
- Website 2
- Website 3
- Website 4
- Website 5
- Website 6
- Website 7
- Website 8
- Website 9
- Website 10
- Website 11
- Website 12

Selected accomplishments:

- Helped establish a corporate presence in Europe, which involved sales, client management, consulting, recruiting, real estate acquisition, company integration, and management of 21-member team
- Effectively managed B2C Practice Division consisting of a 40-member group of consultants, project managers and technical staff and which generated \$10 million in annual revenues; achieved highest average group utilization in the company (70 percent)
- As Senior Project Manager, led a 12-member team that built a custom content management solution (online teen magazine) for the [name of company] on time and within budget; also provided training and site maintenance for a three month period following project completion

- Held full P & L responsibility for the strategic planning, development, direction, and leadership of [Name of company] Division; led a 14-member team which generated \$2 million in revenues annually; achieved highest revenue per FTE, staff utilization, and gross margin of any division in the company
- Project Manager for [name of website] project: led a 15-member team that built an effective e-commerce and content management system while working under an intense time pressure -- site was completed on time and within budget; also performed daily site maintenance and site content updates after for a four-month period after project completion

NAME OF COMPANY, City, ST

09/1995 - 09/1996

Business Development

Marketed services to small and mid-sized companies and assisted them in establishing an online presence by providing marketing and technical expertise. Portfolio:

- Website 1
- Website 2
- Website 3
- Website 4
- Website 5
- Website 6

NAME OF COMPANY, City, ST

01/1995 - 08/1995

Marketing Manager

- Increased sales by designing an effective direct mail campaign
- Supervised a telemarketing program that increased customer base
- Wrote marketing articles for company newsletter
- Developed a database program to produce sales report summaries and track orders more effectively

COMPUTER SKILLS

Platforms: Windows, Macintosh, Linux

Management Software: Microsoft Office 2000, MS Project, MS Access, Homesite, ColdFusion Studio, MS FrontPage, DreamWeaver Lotus 1-2-3, SQL Server, Visio, Inspiration, Claris, FileMaker Pro, SQL 6.5 & 7.0 Enterprise Manager, IIS, LinkBot, Astra Site Manager, MySQL, Adobe Photoshop, NetObjects Fusion

Enterprise Solutions: BroadVision, Vignette, Pandesic, WebSphere, Eshare, LivePerson, Borland Sidekick (PIM), Microsoft SiteServer, Coldfusion Server, Interwoven, Open Market

Programming Languages/Scripts: HTML, DHTML, Cascading Style Sheets (CSS), Perl, Coldfusion, Active Server Pages (ASP), JavaScript

EDUCATION

B.S., **Marketing** (Minor: Economics), NAME OF UNIVERSITY, City, ST