

Tricia M. Smith

Professional Summary

Detail-oriented front-end web developer with a strong background in design. Over 15 years of experience in developing W3C standard compliant web pages for both large businesses and entrepreneurs. Enjoys the challenge of solving cross browser compatibility issues, resolving problems related to defective, unattractive HTML and CSS, and delivering a quality solution to demanding stakeholders.

Key Skills

Web Design & Development

- ♦ Expert in web page programming, using HTML, CSS and Javascript
- ♦ Extremely proficient with Adobe® Photoshop®, Dreamweaver®, ImageReady®, Acrobat®, and Illustrator®
- ♦ Knowledgeable in cgi/Perl, PHP, MySQL databases, XML, SVN, and git
- ♦ Experience with programs utilizing 3D environments, such as Poser, Vue d'Esprit, Bryce, and Shade

Additional Computer Expertise

- ♦ Skilled in the use of different operating systems, including Windows®, Linux, and Macintosh
- ♦ Able to quickly learn unfamiliar software environments

Education

Mount Wachusett Community College	Certified <i>Computer Graphic Design</i>	May 2004	Gardner, MA
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Experience

Content Migration Specialist	Harvard Business School	Cambridge, MA	06/15 - present
<ul style="list-style-type: none">♦ Migrated content from over 100 alumni club websites using iModules CMS♦ Quality checked content and data♦ Utilized up-to-date web guidelines and standards♦ Managed and tracked all issues within an internal tracking system♦ Performed image manipulation tasks such as creating thumbnails, image resize, file format conversion and simple image edits♦ Created and maintained multimedia, including photo galleries, slideshows, and videos embedded in web pages			
Teaching Assistant (User Experience Engineering)	Harvard Extension School	Cambridge, MA	09/14 - 12/14
<ul style="list-style-type: none">♦ Assisted professor with grading of students♦ Answered questions via email or on the forums♦ Assisted with the coordination of homework requirements			
Web Content Migration Specialist	PerkinElmer	Waltham, MA	08/14 - 1/15
<ul style="list-style-type: none">♦ Edited content with Tridion CMS♦ Created new pages♦ Modified HTML and CSS code as necessary			

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Content Specialist

Blue Cross Blue Shield of
Massachusetts Quincy, MA

9/13 – 05/14

- ♦ Edited content in multiple CMS systems, such as Teamsite and IBM WCM
- ♦ Updated JavaScript as needed
- ♦ Created new pages
- ♦ Modified code to adhere to strict legal and accessibility standards

Web Developer

Constant Contact Waltham, MA

7/08 – 7/13

Initially was the sole web developer for the corporate web site. The team is now 26 people strong and is responsible for a wide variety of corporate assets ranging from WordPress blogs, to Lithium-based community forums, to an HTML/CSS/JavaScript corporate site with a Java backend.

- ♦ Redesigned, redeveloped and renewed the Community Forums. Community is a way for customers and trialers to connect with peers for advice and networking, and is housed within a third-party environment
- ♦ Architected new CSS structure during a complete site redesign
- ♦ Closely coordinated with UX and Design teams on all facets of website look and feel
- ♦ Assisted in the development of coding standards for HTML and CSS
- ♦ Participated in and ran code reviews
- ♦ Identified and resolved issues on the website quickly and effectively
- ♦ Provided consultation on all proposed infrastructure changes
- ♦ Trained and mentored new developers and various system users
- ♦ Clearly documented processes related to sign up form creation, how to create pages within the content management system, how to manage partners with custom content, and the creation of financial press releases for use on the website

Production Assistant

McDougal Littell Boston, MA

11/06-6/07

- ♦ Created, edited, and formatted textbook pages within an in-house developed XML environment
- ♦ Resized/created/sliced images to match exact specifications as needed
- ♦ Edited pdf files as needed
- ♦ Made adjustments to layout and text to adhere to strict type setting specs. This was sometimes a very manual process requiring an incredible amount of attention to detail since these pages were going to print

Web Developer

Houghton Mifflin Boston, MA

3/06-9/06

- ♦ Redesigned an adjunct educational website to adhere to HTML/CSS/accessibility standards on all browsers across different operating systems
- ♦ Worked efficiently with a very large amount of pages
- ♦ Made editing changes as directed including sound and pdf files
- ♦ Resized/edited images as needed
- ♦ Created and debugged JavaScript code

Web Developer/Designer

Digital Magick Somerville, MA

1997—Present

- ♦ Created entire web sites, from planning to execution, including design, backend code, and any programming required
- ♦ Created tableless layouts based on layered Photoshop images

Hobbies and Interests

Costume design, yarn craft, ukulele, avid concert goer, poetry, and theater

References and Portfolio Available Upon Request