

ALAN BERNDT

alanberndt.com

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Webmaster with 10+ years of experience in website administration, design, maintenance, email marketing, WordPress & responsive templates. Possesses an Associates Degree in Multimedia/Internet and Web Development.

PROFESSIONAL EXPERIENCE

PINK DOG DIGITAL, Baltimore, MD

Chief Webmaster, Designer & Developer, July 2018 – Present

- Webhost system administrator (cPanel, phpMyAdmin, FTP, domains, etc)
- WordPress designer and developer for a variety of clients in various industries
- SEO optimization, web and technology consultant, database and website migration

KICK START 360 VENDING LOCATORS / VENDING BIZ WIZ, Naples, FL

Web Developer & Account Manager, June 2016 – Present

- Build Bootstrap / CSS / WordPress websites for small to larger scale vending businesses
- Webmaster, client accounts manager, customer relations, customer support & tech support

NEW ENGLAND PUBLISHING GROUP, Swansea, MA

Webmaster, January 2011 – March 2019

- Fulfill website projects and assignments as needed for existing and new clients
- SEO optimization and social media manager of Facebook and Twitter pages
- Email list database management, responsive email template design & statistical analysis
- Site maintenance of corporate, private and local client websites in various industries
- Supervise and instruct web/programming interns from local colleges in the area

LAS VEGAS WEB SOLUTIONS, Las Vegas, NV

Chief/Senior Programmer, February 2016 – Present

- Web & domain hosting management & database maintenance/migration
- Multiphasic development, integration, rebuilding and launching of new/existing sites

WP BUFFS, Washington, D.C.

Technical Buff, August 2018 – September 2018

- Handled incoming WordPress related help / support tickets (Teamwork software)
- Performed a variety of tasks from site edits to fixing a downed site and everything in between

IWEBCONTENT, Plano, TX

WordPress Consultant & Specialist, December 2016 – March 2017

- Web consult, provide assistance for WordPress website builds and updates

IVYCAT WEB SERVICES, Gig Harbor, WA

Assistant Webmaster, September 2016 – November 2016

- Assistance with launching, maintaining & updating WordPress websites

SITE ROCKSTAR, Pittsburgh, PA

Social Media Manager & Blogger, August 2016 – June 2018

- Manage company's social media accounts
- Contribute monthly to company's WordPress blog

UPWORK.COM, Mountain View, CA (headquarters)

WordPress Specialist & Content Freelancer, October 2015 – Present

- SEO blogging, content creation, blog setup
- Build, develop, fix and maintain WordPress sites
- Integration and modification of plugins and themes
- Security and backup of sites, web hosting management

TEXTBROKER.COM, Las Vegas, NV (headquarters)

Creative Content Writer/Freelancer, September 2011 – Present

- Write on-demand high quality SEO-enriched content based on client needs

EDUCATION

BRISTOL COMMUNITY COLLEGE, Fall River, MA

Associates Degree, Multimedia/Internet/Web Development, May 2011

- Graduated Cum Laude

ADDITIONAL SKILLS

- HTML5, CSS3, JavaScript, PHP, MySQL, jQuery
- Adobe software (Photoshop, Dreamweaver, InDesign, Illustrator)
- WordPress, WooCommerce, Magento, Bootstrap CSS
- Digital publishing and graphic (logo) design
- Web and tech savvy, require little to no training

REFERENCES

- *Available upon request.*