

Jason Beekman

Objective A position in web design, web development, or professional writing.

Summary of qualifications

- B.A., English
- 10 years web design, web content, writing and editing experience
- Developing websites from the ground up, including branding, design, implementation, usability, accessibility, and statistical monitoring
- Leading and managing multiple web projects of varying duration simultaneously
- Acting as a single point of contact for multiple clients, both internal and external.
- Writing, publishing, and editing website copy, technical user guides, and articles.

Professional experience 2005 - Present CVP and AT&T Washington D.C.
Web Content Editor – United States Agency for International Development

Prepare portions of the printed USAID Congressional Budget Justification for online availability to members of the United States Congress and the American people. Work with content providers to ensure online content adheres to federal standards, including Section 508 compliance and Branding guidelines. Review and edit web content from various USAID bureaus in Washington and from USAID Missions around the world. Evaluate USAID website for compliance with federally-mandated guidelines.

- Selected to design and develop high-profile website for the White House which was used by First Spouses from around the world to follow along with a conference given by the First Lady. Selected again to redesign the website for a second conference.
- Manage over 15 USAID websites throughout Latin America and the Caribbean, as well as hundreds of USAID bureau web pages on the primary public website.
- Redesigned and built the USAID website for the Spanish language.
- Requested by client to stay onboard during transfer of contract from CVP to AT&T

2003-2005 Freelancer/Contractor Columbus, OH
Web Designer/Programmer

Designed layouts for new websites and updated existing website designs. Assisted clients to establish branding, company identity, and overall presence online. Integrated both new and existing website designs into HTML and CSS templates for Cold Fusion-based content management system. Provided graphic editing, copywriting, editing, and technical writing services

- Supported high-value clients of a web design firm, providing help desk assistance for issues with and updates to existing websites.
- Worked independently to gather clients and designed, built and maintained their online presence from the ground up.

2000-2003 Ohio State University (OARnet) Columbus, OH
Systems Developer/Engineer

Developed and supported multiple web sites for OARnet clients including the City of Columbus. Designed graphics and web sites for various clients including the City of Columbus, the Ohio Judicial Conference, and the Columbus Training Partnership. Wrote and published step-by-step user guides and on-line help tools for in-house applications including OARnet's Content Management System. Trained professional webmasters in Microsoft Frontpage and in-house Content Management System.

- Represented OARnet as the primary liaison to over 30 City of Columbus webmasters.
- Implemented web reporting software and provided monthly reports to clients on web usage statistics.

1996-2000 MidWest Micro, Inc. Fletcher, OH
Web Developer/Technical Writer

Updated and maintained company internet web sites including graphics, database manipulation and web programming. Composed technical materials in the form of on-line documentation, procedure manuals, infoFax and help files to provide technical assistance to internal and external customers. Researched, wrote and edited articles, bulletins and newsletters on computer products, services and the latest computer news.

- Designed and implemented company-wide intranet web site including programming, graphics, content, and database manipulation.

Education 2002 Wright State University Dayton, OH
B.A., English

- Specialization in Professional and Technical Writing

Computer skills • *Operating Systems:* MS-DOS, Windows (3.x , 95, 98, 2000, XP, NT Workstation/Server)
• *Applications:* MS Frontpage, MS Office Suite, Adobe Creative Suite (Includes Photoshop), Adobe Acrobat, Adobe Pagemaker, Remedy, Macromedia Homesite, Macromedia Dreamweaver MX, Macromedia Flash MX, JAWS Screen Reader, FTP Software
• *Languages:* HTML, CSS, Javascript
• PC Hardware
• *Familiar With:* PHP, MySQL, Cold Fusion, SQL Scripting Language, SQL Server 2000