

# SABRINA L. JONES

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## Summary

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I am passionate about delivering excellence for the opportunities presented to me. I thrive when multi-tasking and have a strong desire to learn new things. I work well independently and in a team environment. I can confidently communicate and collaborate with both technical and non-technical users. I am an organized, efficient, and flexible professional with a drive to succeed.

## Capabilities/Professional Experience:

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### Project Coordination & Documentation

- Document approach, deliverables, timeline, and tools needed to keep the team project organized, running smoothly, and delivered on time
- Coordinate and execute assigned projects such as landing page campaigns, social media strategies, websites
- Obtain and analyze data to report on digital program performance
- Manage client requests, coordinate client sign off, track progress, and maintain client communications

### Web Design and Front-End Web Development

- Solicit input from clients and management to drive the direction
- Translate design mock-ups into clean, responsive website themes (e.g., Wordpress)
- Drive iterations to arrive at final version
- Design, create, post, and update websites and their content
- Test cross-browser, cross-platform, and cross-device quality assurance
- Create and administer A/B Testing Program for websites
- Troubleshoot and resolve web-related technical issues

### Asset Design and Development

- Design, create, and maintain digital assets (e.g., graphics, logos, newsletters, brochures, business cards)
- Connect mail and web forms using API's to populate leads into a CRM system/database
- Design, create, and execute lead generation methods (e.g., email communications, social media presence)

## Professional Profile

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Self Employed/Contract	Web Designer/Developer	Ongoing since January 2010
HomeAway Software/ Contract	Web Designer/Developer	May 2014- July 2014
CourseTrends	Web Designer	February 2012 – December 2012
Tejas Securities Group	Web Designer/Developer	April 2011 – January 2012
CXO Strategies	Web Designer/Developer	September 2010 – April 2011
IF Marketing & Advertising	Web Designer/Developer	October 2009 – September 2010
Austin ISD, Sylvan, Private	Math Tutor/Teacher	September 2009- current
Art Institute of Austin	HTML, CSS, ActionScript, & Math Tutor	January 2009 – December 2009
IBM	Web Developer Intern, Level 2 Support Technician	June 2004- September 2007

## Technical Skills

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**Programming Languages:** Proficient with HTML, HTML5, XHTML, XML, CSS, CSS3, JavaScript, Java, ActionScript, MySQL, PHP, SEO, APIs

**Programs/Tools:** Adobe Creative Suite including: Illustrator, Photoshop, Flash, InDesign, After Effects, Fireworks, Dreamweaver, and Bridge; Wordpress; Microsoft Office including: Word, Excel, PowerPoint, Outlook, OneNote, and Project; Google Analytics(emerging); E-mail Marketing Services

## Education

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**Art Institute of Austin:** A.A.S. in Web Design & Interactive Media (GPA: 3.8; December 2009)

**Austin College:** B.A. in Computer Science, minor in Spanish (May 2006)