

Wendy Parker

Kitchener, ON

226-338-6538

wendyparker.kw@gmail.com

www.purecanadiandesign.com

Career Objective:

A dedicated, hard worker seeking employment as a Website Designer to utilize my skills and creativity in web development and graphic design

Highlights of Qualifications:

- Excellent verbal and written communication skills
- Strong attention to details
- Problem Solver
- Focused, stays on task
- Great time management and organizational skills

Technical Skills:

- Microsoft Office Word, Excel, PowerPoint, Outlook
- Internet research via Google
- Mac OS, VM, PC (Windows XP, Vista, 7, 8)
- Visual Studio 2015, Android Studio, Adobe Dreamweaver, WordPress
- Provide creative and content support for social media networking Facebook, Instagram
- UI design, testing/debugging, documentation, life cycle software development
- Experience in HTML5, CSS3, JavaScript, jQuery, Bootstrap, Adobe Photoshop

Education:

Enterprise Web and Mobile Developer Diploma, Trios College	September 2014 – July 2016
Adult Learning Program Certificate for Web Design/Microsoft Office, Stamford Collegiate	2001
Ontario Secondary School Diploma, Stamford Collegiate	2000

Wendy Parker

Kitchener, ON

226-338-6538

wendyparker.kw@gmail.com

www.purecanadiandesign.com

Work Experience:

Freelance Web Designer Pure Canadian Design June 2016 - present

- Arrange business consultations with potential clients wishing to start a website
- Develop customized WordPress eCommerce and informational websites
- Design graphics such as logos, banners, sliders and advertisements for websites
- Create enhanced photos with Photoshop and other popular photo editors
- Provide friendly customer service for ongoing care of client needs

Web Development Internship Stiller ADT March 2016 – July 2016

- Built WordPress informational and eCommerce websites
- Created a slideshow and enhanced pictures for websites with Adobe PhotoShop
- Installed and integrated plugins such as Woo-Commerce and Custom CSS

Volunteer Experience:

Founder/Organizer/Host KW Code Newbs Meet-up March 2016 - present

- Coordinate and host a monthly meetup for people interested in learning web design
- Create flyer for upcoming meetups and advertise events on social media
- Set up room, prepare refreshments and direct guests where to sign in

Board Member Sand Hills Co-op Board of Directors April 2015 – June 2017

- Attend monthly meetings to help plan for a better future at Sand Hills Co-op Housing
- Discuss and vote on budget, upgrading projects and operations at Sand Hills Co-op

Chairman of the Board Sand Hills Co-op Board of Directors April 2016 – January 2017

- Chaired monthly board meeting in an organized format
- Reviewed Sand Hills Co-op Bylaws with board for updating

Mentor HackerGrrlz Program (YOCWR) May 2016 – June 2016

- Mentored Grade 4 – 8 girls with HTML, CSS, JavaScript through fun programs online