

MICHAEL D. HUMPHREY

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Internet/Web professional with 10+ years of experience focused on web content maintenance, web site development, e-mail marketing, and customer service. Work with a strong attention to detail and thoroughness in either a team environment or individually. Able to communicate with all levels of staff and management. Have a strong work ethic and people skills that can solve problems and bring new ideas to current corporate issues.

TECHNICAL SKILLS

- HTML, CSS, Good Troubleshooting skills
- Adobe CS 5.5 Suite (Dreamweaver, Fireworks, Photoshop, Contribute)
- Content Management Systems: Ektron, Rhythmyx, Genex (A quick learner in this area.)
- Well-versed in the Microsoft Office: Word, Excel, Access, and some SQL Server 2000
- QA with various browsers

WORKING KNOWLEDGE / FAMILIARITY WITH:

- JavaScript
- .NET, Visual Studio 2008
- SharePoint Designer
- Cold Fusion
- Web Trends and Google Analytics

FREELANCE / VOLUNTEER WORK

Panoramic Sites, Natick, MA | Freelance Web site Design and Development | panoramicsites.com 1996-Present

Use my overall technical acumen and working knowledge of website design and development to build sites integrating text and imagery for corporate and non-profit clients. My goal is to publish the professional message the customer desires with an emphasis on organization and usability while serving the various visitors to the site in the fewest number of clicks.

Current avocation work: Web site Administrator for a question and answer web site and other informational web sites.

- Have won 7 awards among three web sites I designed and developed.
- Sites I have designed and developed draw up to 33,000 visitors/month
- Drive and build a community environment through web marketing initiatives
- Maintain and administer forms, fields, auto responders and search engines
- Collect multiple answers to submitted questions
- Combine question and answers into a single e-mail and convert them into web pages
- Spell and grammar-check both the question and answers for correctness.
- Help and assist visitors in difficult situations
- Build a supportive relationship that encourages visitors to come back

PROFESSIONAL EXPERIENCE

- Cognex Corporation, Natick, MA | Web CMS Administrator 2012-2012
- Content migration from a Stage CMS Database to Production
 - Edited and published content blocks and menus items in 10 different languages
 - Some Page Builder creation experience including adding and updating widgets in various drop zones
- MathWorks, Natick, MA | Graphic/Web Designer and E-mail Developer 2008-2008
- Formatted HTML and text e-mails in an array of different languages for various seminars, webinars, and conferences that our company sponsored
 - Updated the content for various web pages on our international sites
 - Developed micro sites for various conferences we hosted
- CitiStreet, (Now ING Direct) North Quincy, MA | HTML Developer 2006-2007
- Supported, published, and maintained client's web site content for various Health & Welfare plans that the company offered
 - Made client configuration changes and performed plan content set up for new businesses
- ManTech CCS, Bedford, MA | Web Developer/ Customer Support 2006-2006
- Provided Web customer support and assistance for the Hanscom AFB Electronic Request for Proposals Bulletin Board (HERBB) at ESC/AE
 - Approved posted acquisitions and send new acquisition notifications to subscribers
 - Supported customers and resolved problems with submission issues
 - Developed training material for courses given on base in MS Office
- Valassis 1 to 1 Solutions, Lincoln, MA | HTML/E-mail Developer 2006-2006
- Responsible for 20-25 successful bulk e-mail campaign deployments to client companies.
 - Prepared and tested HTML and Text versions of client e-mails from creative copy
 - Prioritized and kept status on all e-mail assignments
 - Worked with Project Management and Marketing teams to ensure a quality product was delivered on time and schedule
 - Updated client and third party audience files in MS SQL Server 2000
- Staples Superstores Inc., Natick, MA | Full-Time Electronic Sales Associate 2001-2003
- Sold, recommended, and stocked Computer Systems and accessories, Digital Cameras, PDA's, and Cell phones
 - Sold various service protection plans to protect our customer's investment
Sold the 2nd most of any salesman while I was there.
 - Our store was awarded by Corporate for the highest sales among all retail sales silos
- Compaq Computer Corporation, Shrewsbury, MA | Web Administrator 1998-1999
- Designed and developed a corporate Intranet for the (DEC) Digital Equipment Corporation Data Products Group from scratch within 6 months from the date I was hired
 - Re-designed the DEC intranet I created to meet Compaq corporate intranet standards and guidelines after Digital was acquired by Compaq
 - Developed Macromedia Dreamweaver training procedures for Human Resources Personnel

EDUCATION

- B.S. Computer Science, Minor in Mathematics, Framingham State University
- Certified in Client Server Programming and Web Development, Clark University
- **2009-2011:** MCTS Microsoft Certified Technology Specialist: .NET Framework 3.5
New Horizons Learning Center