

MOLLY A. GREGG ~ INMAN

WEB DESIGNER AND DEVELOPER

MOLLYGREGG.COM

MOLLY@MOLLYGREGG.COM

415.898.9684 TEL

415.898.1976 FAX

Objective: To work with a thriving team where I utilize my experience in user interface, visual design and web development to help deliver powerful, impactful projects while contributing to the overall success of the company.

Introduction

As a skilled Visual Designer and Web Developer, I have extensive experience designing and hand-coding HTML and CSS with experience leveraging web-based scripting such as PHP, Javascript, XHTML, DHTML, ASP and AJAX. Over the years I have provided website and email design and development services to entrepreneurs and corporate clients in diverse industries. I have the ability to communicate effectively in both verbal and written form, as well as an overall ability to be clear and concise in all communications. I am also highly trained in managing projects in a fast-paced environment and enjoy working with others, as well as on my own.

I take on being completely responsible and accountable for every aspect of a project or task no matter how big or small. With my home office in Marin, I can come to your office or work remotely. And, should you request it, I will supply you with outstanding references.

Sample website URLs

brownmedicinemagazine.org

pikemodern.com

info.kp.org/communitybenefit/

thebenchwines.com

vosfinewines.com

mangianosh.com

jitterbugssolutions.com

parentservices.org

Key Strengths

- 11 years experience hand-coding, HTML, CSS with experience leveraging web-based scripting such as PHP, Javascript, XHTML, DHTML and AJAX.
- 7 years experience as a website designer in creative layouts, production schematics and Flash.
- Experienced in cross browser and W3C compliance testing.
- Ability to communicate effectively in both verbal and written form, as well as an overall ability to be clear and concise in all communications.
- Ability to manage projects in a fast-paced, dynamic work environment.
- Excellent time-management skills, including prioritizing tasks, communicating issues and resolutions, and meeting deadlines.
- Self-confident and energetic team player with excellent collaborative skills and a focus on solutions.
- Well organized and resourceful approach, with an eye for detail.
- Mature with a high level of integrity, confidentiality, intuitiveness and a love for people.

Software Skills

- Macromedia Homesite 5.0 and Dreamweaver CS3
- Adobe Creative Suite 3 Photoshop, Illustrator, InDesign, Flash
- Adobe Acrobat 8 Professional
- Microsoft Suite and Microsoft Frontpage 5.0
- Work in both PC and Macintosh Environments

Experience

Web Designer/Developer - Jackson Family Wines, LLC

- Collaborated with Brand Managers and Project Managers on website and email designs
- Designed and developed websites and emails, created Flash banners and intros.
- Hand coded in HTML, DHTML, XHTML and CSS.
- Maintained upwards of 40 websites including eCommerce and database driven sites.
- Q&A, cross browser–cross platform testing, W3C compliancy testing and web posting.
- Problem solve and trouble shoot any website or email related issues.

Independent Contractor, Client Management and Project Management

- Developed and coordinated responses to RFP's and RFI's.
- Supervised proposal development, multiple project budgets, timelines and client requests.
- Responsible for project management & scheduling, branding, web designing, HTML, DHTML, CSS, PHP,

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content management systems, eCommerce, database and Javascript development, content editing and development, Q&A, cross browser–cross platform testing, web posting, meta tag development and search engine registration, website maintenance and hosting.

- Responsible for project management & scheduling, branding, web designing, web development, content editing and development, quality assurance, offering ongoing comprehensive support to clients after projects were complete.
- Complete list available at: obsidianvision.com/portfolio and mollygregg.com/portfolio.html

Work History

9/00-present Contractor: Designer, Developer, Project Manager - Obsidian Vision, LLC, Novato, CA
9/08-6/09 Web Designer/Developer - Jackson Family Wines, LLC, Santa Rosa, CA
2/04-7/06 Web Designer/Developer - American Symphony, New York, NY
8/03-6/06 Web Designer/Developer - Strategic Health Communications, Watsonville, CA
6/99-9/01 Web Developer - Cymbic Interactive, San Rafael, CA

Education

Degrees:

1997 MA, Instructional Technologies, San Francisco State University, San Francisco, CA
1994 BA, Broadcast Communication Arts, San Francisco State University, San Francisco, CA
1990 AA, Filmmaking and Television Production, College of Marin, Kentfield, CA

Training:

2007 Team, Management, and Leadership Program, Landmark Education, San Francisco, CA
2006 Communication Curriculum Training Program, Landmark Education, San Francisco, CA

Other Experience

Landmark Education - Team, Management and Leadership Program (TMLP) 8/06- 8/07

- TMLP is a rigorous, two-year advanced training program designed to bring a new level of power to management and leadership of projects and teams. The entrepreneurial style training is founded on effective and straight forward communication, integrity and responsibility. During my participation, I led a team of 40 participants in producing the Communication Courses for Landmark Education. My responsibilities included creating meeting agendas, leading weekly accountability calls and participating on a weekly national or regional training call. I was also the Western Region Team Leader, which allowed me to interact regularly with the Program Leader accountable for the North American Team participants, as well as, coach other Team Leaders throughout the western region and lead weekly regional conference calls.

The Parent Leadership Committee - Parents in Action 4/94- 9/96

- The Parents in Action organization is composed of parents representing four Children Center programs in Fairfax, Ca. I attended monthly committee meetings to plan activities for center's families. Activities organized included: fundraising events, a cooperative garden, workshops, classes and support groups, family recreation activities, respite assistance to families and more. As a committee participant, I was a decision maker and broker for parent's needs, as well as, an advocate for public policy measures that had a beneficial impact on family's life's and represented the voice of parents within my community.