thelma palma

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PORTFOLIO PUBLISHING *https://issuu.com/thelmapalma*   **PORTFOLIO WEB** *http://thelmapalma.com*

I want take this opportunity for apply as a Web Designer. I have been working as a Web Designer for 7 years and Graphic Designer for more than 15 years. I moved to Vancouver 10 years ago, I was looking for update my skills and I had the big opportunity to be selected for a scholarship as a "Software System Developer, Web Designer" at BCIT in 2011. I continued my studies in Wordpress Advance courses, JavaScript and PHP at BCIT.

key qualifications I'll bring to the web designer position are :
- Extensive years experience on web and digital media and marketing analysis.
- Expert Knowledge of HTML5/CSS3.
- Experience with client-side scripting and JavaScript frameworks such JQuery and PHP.
- Proficient understanding of cross-browser compatibility ussues.
- Expert knowledge of InDesign, Illustrator, Photoshop, Adobe Acrobat Pro.
- Excellent knowledge of web development process.
- Strong consistency in colors and attention to details like icons and logos. Applied icons and logos accurate by exporting as a SVG file in Illustrator. Used applications like Icomoon, Flaticon, Font Awesome, Fontello, and Iconmelon interface. Examples: http://faziofoods.com/, http://mindfulnesscentre.info. Applied Icomoon and Smart pixels plugin for WordPress.
- Excellent knowledge of Content Management Systems (Wordpress, WooCommerce, Sitefinity, Magento) http://ralphensengr.net/shop/); http://www.leverarms.com/, http://o5tea.com/.
- Expert knowledge of InDesign, Illustrator, Photoshop, Adobe Acrobat Pro.
- SEO and marketing tools, Google analytics, Google developers, AdWords, Bing, Yahoo.
- Strong organization skills.
- Able to multitask in a fast pace environment with attention to detail.
- Team player able to work independently.
- Experience in maintaining records, reports and filing system related to clients.
- Make reports and presentations.

Web Content Strategy and Development:
- Attend client enquires and developing a plan according to the client's needs.
- Plan and meet with clients in person, by phone, Skype, and email.
- Coordinate the process for design websites and marketing collaterals.
- Organize and gather information from the client to develop the site according to meet the client's expectation.
- Send and receive estimates and payments.
- Paid and install software, themes, plugins, mobile applications for sites and follow the support available for each one.
- Created, wireframes, prototypes and mockups to communicate design ideas. http://thelmapalma.com/documents/mockup_harasMap.jpg, http://thelmapalma.com/documents/mockup_pronevi.jpg http://thelmapalma.com/documents/theBrowRoom.pdf
- Website maintenance and updates.
- Wordpress Themer experience.

Please find attached my resume detailing my academic knowledge and technical skills.

I'm looking forward to hearing from you and ready for provide my personal reference.

Regards,

Thelma Palma
Cell: 778 -316 -2160
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http://thelmapalma.com/resume/
https://www.linkedin.com/in/thelmapalma

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PROFILE

I am creative and multi-talented Web and Graphic Designer with excellent knowledge of web development process. Enthusiastic and collaborative team player. Excellent writing and verbal communication skills. Strong skills in managing the overall project with attention to detail, problem solving and criteria of important decisions. Bilingual in Spanish and English.

EXPERIENCE

Web Developer / Graphic Designer

SOFTRAK SYSTEMS INC   Vancouver, BC
https://softrak.com   FEB 2017 - TO DATE

- Launch, design and maintain Softrak's website, communication and lead generation activities such as events, landing pages, Newsletters.
- Lead the content migration from Drupal to Sitefinity CMS.
- Manage and build-out content with attention to usability/UX, brand standards and SEO strategies.
- Ensure the PHP Portal and database sites are maintained well and available to the clients.
- Update PHP code when needed. Be sure that order form and database repair submission are working properly and all the processes for sending emails and files are successful.
- Design Newsletter in HTML5/CSS3.
- Manage WordPress internal site.
- Be sure that all domains are renovated and all sites are up to date.
- As a graphic designer, I am responsible for designing the entire layout for our annual convention including brochures, banners and booths for our tradeshows.
- Design communication pieces for social media and magazines.
- Hire and coordinate the printing materials with different vendors.

Web Designer(WordrPress)

PROJECT HOUSE BUSINESS SOLUTIONS INC   Vancouver, BC
http://projecthouse.ca/   NOV 2015 - FEB 2017

- Customize both front-end and back-end Websites.
- Mockup design for each project for client approval.
- Participated and developed multiple web design projects.
- Installed and updated Themes, plugins and functions.
- Install SSL certificates.
- Migrate WordPress site from different hosting.
- Edited database when need it.
- Keep periodic backups of all websites in Dropbox.
- Debugged and resolve problems with bugs and malware.
- Secured website for ensure clients don't get hacked.
- SEO application for multiple websites, using different tools.
- Some of my projects made from scratch to launch: *http://connectfamilylaw.ca/*, *http://uegamaarchitecture.ca/*, *http://birdseyeoffice.ca/*

Web Designer(WordrPress)

O5TEA   Richmond BC
http://o5tea.com/   MAY 2015 - AUG 2015

E commerce website with WooCommerce.

- Website organized with categories hierarchical.
- Upload products, events, media, blog, pages
- Shipping, PayPal integration
- Contact form page for clients and wholesale
- Mobile menu for Shop.
- Designed and printed labels for tin cans.

EDUCATION

INTRO PHP   BCIT   SPRING / SUMMER 2018
- Labs and exercises include different encoding types for transport between browser and server application, basic web application security and the dangers of cross site scripting.

INTRO TO JAVASCRIPT AND JQUERY   BCIT   SPRING / SUMMER 2017
- Labs, exercises and assignments focus on the theory behind client-side web scripting and how to manage interactive sites that use JavaScript.

ADVANCED WORDPRESS DEVELOPER BCIT   MAY 2014 - JUL2014
- Applied complex site designs and learned how to develop custom themes, plugins, e-commerce and applied them to a Wordpress site. *http://thelmapalma.com/theme-mindfull/*
- Learned NeatBeans 8.0 for debug and edit php files for Wordpress.

SSD WEB DESIGNER   BCIT   JUL 2011 - AUG 2012
- Learned to use web technologies, such as HTML5, XHTML and CSS3, web usability principles, and best practices for web design. As well coded in JQuery, Java Script, Wordpress and Drupal, flash animation and mobile design. *http://thelmapalma.com/landing_page/flash_1.html* *http://thelmapalma.com/landing_page/flash_5.html*
- Topics also included designing an effective homepage, website naviga-tion and layout, mock up, content organization, Internet architecture.
- Portfolio creation *http://thelmapalma.com/* *http://thelmapalma.com/oldportfolio/*

SUMMER PUBLISHING WORKSHOP   SFU   JUN 2015
- Intensive hands-on lab worked with critiques that taught the fundamental practices and process that underline successful book design. Completed a book design project. *https://issuu.com/thelmapalma/docs/local_heroes_cookbook*

DREAMWEAVER /HTML-CSS CAPILANO UNIVERSITY   OC - DEC 2010
- HTML and Dreamweaver, Continued Education

GAPHIC / INDUSTRIAL DESIGN
RAFAEL LANDIVER UNIVERSITY , GUATEMALA   1992 - 1997
- Developed graphic designs for a range of products
- Won the first place in a furniture competition with the design of a wheelchair for kids with special needs.

SKILLS

Skill	Level
Illustrator	████████████
Photoshop	████████████
InDesign	████████████
HTML5 / CSS3	████████████
JQuery	██████████░
Java Script	█████████░░
MySQL / SQL	██████████░
PHP	███████████░

SKILLS

Skill	Level
Wordpress/CMS	████████████
Woocommerce	███████████░
Sitefinity	██████████░
Boostrap	███████████░
Shopify	████████████
Dreamweaver	████████████
GIT/SVN	██████████░
SEO	███████████░