

# Brandon Wharton

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**Portfolio Available:**  
www.brandonwharton.com

## Objective:

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Over the past ten years I have developed a unique skill set that combines creative talent, expert technical skills and first-rate interpersonal skills, which have enabled me to advance my career as a web developer/graphic designer. I am prepared to take on new challenges and explore new opportunities in web design and development.

## Security Clearance:

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The Department of HHS provided a National Agency Check and Inquiries (NACI) investigation completed by the Office of Personnel Management and USIS for my non-sensitive position (level 1) at the Hubert H. Humphrey Building.

## Computer Skills: Mac and PC

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HTML\*\*\*, CSS\*\*\*, JavaScript\*, AJAX\*, PHP\*, ASP\*, Action Script\*, Visual Basic (VBScript)\*, MySQL\*, 508 Compliance\*, Drupal\*, Ektron\*, jQuery\*, Spry\*, Wireless LAN Admin.\*, LAN Admin.\*, Mac OSX Admin.\*, Mac OSX Server Admin.\*, System Backups (Retrospect)\*, Apache Web Server\*, Photoshop\*\*\*, Fireworks\*\*\*, Image Ready\*\*\*, Flash\*\*, Dreamweaver\*\*\*, Indesign\*\*\*, QuarkXpress\*\*\*, Illustrator\*\*\*, Acrobat\*\*\*, MS Office\*\*\*, Keynote\*\*\*, Final Cut Pro\*

**Level of Experience Indicators:** \*Beginner, \*\*Intermediate, \*\*\*Expert

## Experience:

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### Glynn Technologies, Bethesda, MD and Washington, DC

April 2009 - February 2011: *Web Designer*

- Developed valid code using current web technologies including HTML4, CSS, AJAX, JavaScript, ASP and PHP ensuring that it is valid, properly structured, meets industry standards
- Managed Drupal content management system for ArlingtonVirginia.com, theming, installing and configuring various Drupal modules and web server functionality
- Wrote web content management system instruction manual and HTML/CSS style guides for different web sites to establish design and development workflow standards/procedures for future web development
- Setup and supported POP3 e-mail accounts for ArlingtonVirginia.com on host machines and e-mail server
- Worked on location with clients in fast-paced environments including the U.S. Department of Health and Human Services providing multimedia web design solutions while ensuring client satisfaction
- Worked directly with clients and management to gather requirements for new web design projects
- Consulted clients regarding visual graphic systems, application decision-making and technical writing
- Managed daily workload, ensuring completion of multiple client deadlines and objectives
- Produced quality assurance when new web sites were launched assuring site structure, links, 508 Compliance standards and error free language
- Designed and produced billboards, banners, animated graphics, and entire web site solutions while communicating with clients, submitting mock-ups, and receiving final approval

### Self Employed, South Riding, VA

December 2008 - March 2010: *Web Designer*

- Developed valid code using current web technologies including HTML4, CSS, AJAX, JavaScript, XML, Action Script and PHP for the WellmadeFloors.com website
- Designed, conceptualized and produced a new marketing campaign for Wellmade Hardwood Flooring including a web site design/development, stationary, brochures, flyers, merchandising display systems, point of purchase materials and packaging
- Gathered client requirements and researched new solutions for cost efficiency in the web development process
- Managed accounting and financial bookkeeping responsibilities

### Black Rock Communications/BR-111™ Exotic Hardwood Flooring, Germantown, MD

May 2005 - December 2008: *Senior Graphic Designer*

- Designed and maintained various BR-111™ web sites including br111.com, br111foundation.org and micro-sites developing in HTML, CSS, Java Script and Flash

- Managed office details including technical support, e-mail accounts setup and support (POP3, IMAP, MS Exchange), hardware installations, back-up server administration, publication and client archives
- Researched hardware, software workflow procurement options for our office, providing cost-efficient solutions
- Managed all pre-press production for various printing processes
- Conceptualized and designed a new marketing campaign for the BR-111™ Architectural Series product-line, including a merchandising unit, sales tools, catalog and sample display
- Managed, designed and produced multiple point-of-purchase merchandising projects for Lowe's, a \$30 million national flooring account. This includes managing all language content and working with a third-party translation vendor, translating all language from English to Spanish to gain final language implementation approval.
- Created technical drawings and specification documents for production of exhibit graphics by outside vendors
- Designed and produced interactive marketing presentations to support sales staff
- Laid-out and designed magazine advertisements for many national consumer and trade publications, including: House & Garden, Interior Design, Metropolis, Midwest Living, Floor Covering Weekly, and National Floor Trends
- Designed and laid-out BR-111™ brochures, catalogs, flyers, installation instruction manuals, sales manuals, product packaging, and trade show signage

### **Tropical Sportswear International, Tampa, FL**

May 2004 - March 2005: *Graphic Designer* | March 2001 - May 2004: *Junior Graphic Designer*

- Maintained and managed office details such as project action plans and project archives
- Managed pre-press file development projects for mass production, while developing a strong comprehension in current print production processes
- Constructed layout and design for consumer packaging, interactive presentations, promotional items, trade-show displays, logos, letter head, and collateral serving a wide variety of clients including: Walmart, Sam's Club, Kohl's, J.C. Penney, Dillard's, Belk's
- Designed and conducted layout of marketing books and presentation pieces
- Was responsible for assisting upper management and implementing graphics at trade-shows, including five Men's Apparel Guild (MAGIC) trade-shows in Las Vega and two PGA Merchandise trade-shows in Orlando
- Assisted in direction of professional photo shoots and performed photo manipulation/color correction

## **Education and Certification:**

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### **CompTIA Security+ Certified**

March 25th, 2011

### **Liberty University, Lynchburg, VA**

Bachelor of Science in Management Information Systems with a minor in Church Ministries, March 2011

- Completed a web app. architecture course which required learning HTML, CSS, PHP, JavaScript, Java, & CGI
- Obtained PMP accredited certification hours by completing a capstone course in IS Project Management

### **International Academy of Design and Technology, Tampa, FL**

Associate of Science in Graphic Design, December 2003

- Graduated Cum Laude
- Outstanding Achievement Award in Typography
- Outstanding Achievement Award in Page Layout

## **Other Areas of Experience:**

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### **Washington Apostolic Church, Fairfax, VA**

April 2009 - Present: Director of Children's Ministry

September 2008 - October 2010: Director of Angel Food Ministries

- I have had the privilege of being a leader in creating and now directing my local church's children's ministry. The ministry consists of weekly Bible classes, workshops, and praise/worship service every Sunday. I oversee about 20 teachers/assistants and 75 students. My responsibilities as director consist of an inspirational/servant leadership role, scheduling, creation and follow-up of ministry rules and procedures, and teaching on a biweekly basis.
- Angel Food Ministries is a non-profit food cooperation that provides convenient discounted food to anyone that is willing to take advantage of the opportunity. As director of this ministry, on a monthly basis I pick-up food at our assigned pick-up site and distribute the food to customers at our local church. Some of my responsibilities are fulfillment of customer orders, logistics, recruiting monthly volunteers, scheduling, and motivational speaking/leadership.