



Jake Birkes

Web Admin / Front-end Developer

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EXPERIENCE

PCF Websolutions
Web Admin /Front-end Developer
March 2018 ~ Present
Bellingham, WA

- ▶ Obtained new clients and created web applications for their local businesses
- ▶ Secured and maintained 130+ websites
- ▶ Rebuilt existing websites using WordPress, CMSMS, Angular, Materialize CSS, and Bootstrap 4
- ▶ Worked with SEO marketing firms to optimize client websites for performance and generating leads
- ▶ Managed and restructured Web Department process for engineering effective websites and created tutorials to train staff members

Jake Birkes Graphic Design
Freelance Graphic Designer
January 2010 ~ March 2018
Worked Remotely

- ▶ Provided design services to various artists and musicians
- ▶ Created numerous forms of collateral, including shirts, album art, screen prints, posters, etc.
- ▶ Managed merchandise for artists
- ▶ Self-taught successful marketing strategies

Le Rêve Bakery
Barista
February 2017 ~ July 2017
Seattle, WA

- ▶ Applied knowledge of bean varieties, roasts, and popular drinks to guide customers to selections
- ▶ Created a positive environment for both employees and customers
- ▶ Trained new employees on equipment and beverage preparation

Jive Time Records
Graphic Design Intern
September 2015 ~ January 2016
Seattle, WA

- ▶ Managed Jive Time's online store, helping to create a cohesive web experience
- ▶ Updated and analyzed store's inventory data, adjusting sales as needed
- ▶ Created original artwork to sell

Starbucks
Barista / Supervisor
March 2015 ~ March 2016
Seattle, WA / Fayetteville, AR

- ▶ Skilled at remembering names and preferences of individual customers to provide friendly, personalized service
- ▶ Awarded Partner of the Quarter twice
- ▶ Recommended for The Coffee Master's program

SKILLS

Frameworks:

- ▶ WordPress
- ▶ Bootstrap 4
- ▶ Angular JS

Languages:

- ▶ HTML5
- ▶ CSS
- ▶ Javascript
- ▶ PHP
- ▶ SQL

Acquainted With:

- ▶ Adobe Creative Suite CC
- ▶ DreamHost, Firebase, GoDaddy, DNS
- ▶ Git / Github / SSH
- ▶ Google Adwords, Search Engine, Analytics, etc.
- ▶ JQuery, NodeJS, NPM
- ▶ Microsoft Office 365
- ▶ Tableau Software

EDUCATION

Bellingham Technical College
Computer Networking & Cloud Computing
September 2018 ~ June 2020
Bellingham, WA

CERTIFICATIONS

Microsoft Technology Associate
Windows Operating System Fundamentals
Certified 2019, Issued by Microsoft