
Web Administration Resume

Job Objective

To enhance my skills as Web Administrator by securing a position with growing company that will put my experience to good use.

Highlights of Qualifications:

- Remarkable experience with Web Administration and programming
 - Good understanding of latest trends in social networking tools
 - Proficient with XHTML, CSS, JavaScript and online marketing tools
 - Ability to perform backup and recovery
 - Ability to monitor and create reports on web traffic, email and ad analytics
 - Ability to develop, build and implement new web technologies
 - Ability to handle difficult issues and motivate peers
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Professional Experience:

Web Administration
CACI, East Fairfield, VT
March 2005 – Present

Responsibilities:

- Assisted NGA & CMMAC analysts and management team.
- Coordinated as technical advisor to CMMAC.
- Aided as customer advocate and maintained interactive database.
- Marketed future growth of NGA's web reporting.
- Established and maintained interactive websites.

Web Administration
Sapphire Technologies, East Fairfield, VT
December 2000 – February 2005

Responsibilities:

- Coordinated development of technology directions.
 - Corresponded in meetings and technical projects.
 - Coached team members and analyzed technical requirements.
 - Aided application development teams and technical architecture development efforts.
 - Carried out analysis of hardware and software and imparted status updates.
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Education:

Bachelor's Degree in Computer Science
Goldey-Beacom College, Wilmington, DE

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