

Richard Russell

2114 Lear Ln. Austin, TX 78745 (512) 299-1261

Relevant Experience

5 years of experience managing e-commerce, Software-as-a-Service, mobile, SEO, and social media projects from concept to deployment.

10 years of experience in a direct consultative role with clients working to help them identify needs and providing solutions.

17 years experience with Internet and Web-based technologies with a working knowledge of HTML, XML, CSS, and Javascript.

Work History

Feb 2007 – Present Vertex Software Project Manager

Responsible for facilitating the planning, organization, and development of projects from concept to deployment. Consulting with clients and internal team members to determine requirements, timeline, and budget and then managing the project and relationships through to completion. Managing projects with timelines ranging from short term to multiyear and varying in scope from smart phone apps (iPhone & Android) to large, database driven, SAAS e-commerce sites. Projects primarily developed on .NET, Sitepress, Wordpress, and Drupal platforms.

Jul 2001 – Aug 2006 Grace Christian Center Technology Director

Developed process and managed weekly web content updates including postproduction, deployment, maintenance, and archival of mp3 audio content for weekly radio program. Migrated organizations website to a hosted content management provider by completely recreating the site, in order to make content updates or changes faster and easier for less experienced staff and volunteers and to expand the functionality of the site. Trained volunteers and staff to develop and update web content for their departments.

Aug 2000 – Mar 2001 Dynamic Database Resources Account Executive/ Recruiter

Recruited candidates for technology companies throughout the U.S. utilizing networking, internet research, and cold calling techniques. Identified and screened potential candidates, conducted phone interviews, negotiated salary and benefits, and coordinated interviews and placement.

Jan 2000 – July 2000 Bioptik Internet Solutions Project Manager/ Consultant

Co-founder and consultant from 1996. Project coordination and management of projects from concept to deployment. Maintained communication and ongoing consulting to ensure continued customer satisfaction and creation of additional revenue streams. Identified and developed relationships with new customers. Analyzed Internet trends and recommended strategies for clients. Closed sales leads and ensured customer requirements were met in the web design process.

Oct 1997 - Jan 2000 Teamsource Recruiting Manager/ Account Manager

Managed corporate recruiting department including the hiring and firing of personnel, ongoing employee training, budgeting, and daily supervision of staff and operations. Managed multiple, large scale, ongoing hiring initiatives for major technology companies. Created new customers through networking and targeted marketing. Responsible for meeting customers staffing needs and ensuring overall customer satisfaction. Maintained information systems including multiple databases, the corporate e-mail system, and the corporate website.

Sep 1995 - Sep 1997 EI Microcircuits Q.A. Trainer/ Coordinator

Developed curriculum and conducted employee training for ISO 9000 quality program, company ESD program, and company safety program. Coordinated ISO 9000 internal audit program to achieve certification and insure continued compliance. Audited and maintained company ESD program. Audited and maintained company safety program. Responsible for disposition of non-standard materials and quality related communication between departments.

Education

48 semester hours, Community College of the Air Force
U.S. Army Calibration School, Lowry A.F.B., Denver, CO