

Dan Mandle

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Summary

Communications graduate with significant experience in planning, design, production and management of media, IT, and sales initiatives. Has the ability and desire to work across multiple disciplines with desire to continue learning. Seeking a career that will combine my technical and communications skills.

Education

Clarkson University, Potsdam, New York
Master of Business Administration (Anticipated to complete online)
Bachelor of Science: Communications (December 2010)

Relevant Experience

Co-Founder @ RallyTronics

October 2011 – Present | Potsdam, NY | www.northeastrallytronics.com
Formed LLC with Clarkson alumni to further develop and monetize a web application designed for people on road trips.

Communications Specialist @ IBM

May 2011 – Present | Armonk, New York | www.ibm.com
Prepare press releases and related content for web distribution in addition to compiling news packs for high-level executives and developing tools to improve process efficiency using PHP.

Freelance Web Developer

December 2008 – Present | Various Locations | <http://dan.mandle.me>
Specializing in WordPress customizations for small businesses. Worked with over a dozen organizations to introduce or improve their web presence including building eCommerce solutions.

Instructor @ Clarkson University

January 2011 – May 2011 | Potsdam, New York | www.clarkson.edu/comm
Developed curriculum and taught a 300-level introduction to web design course with 22 students.

Operations Intern @ Envisage Information Systems

June 2010 – May 2011 | Genoa, New York | www.envisagesystems.com
Improved on-boarding documentation. Led several IT initiatives including Active Directory migration, firewall, and VPN transition.

Co-Op Student @ North Bay Technology Development

January 2009 – May 2010 | Potsdam, New York | www.northbaytech.com
Administered Salesforce.com CRM for outbound sales and lead generation. Created Salesforce dashboards and metrics to report for management.

Web Development Manager @ BOCES Safe Schools Grant

April 2007 – August 2008 | Potsdam, New York
Created and managed team goals and milestones, interviewed clients, created dynamic content through participatory design. Assisted with general front-end development. Managed a team of four content writers.

More experience available at: <http://dan.mandle.me/resume>

Skills

Social Media	- Twitter, Facebook, Google+, LinkedIn, Flickr, Last.fm
Blogging and CMS	- WordPress, Drupal, Joomla, Google Analytics, Hannon Hill
Programming	- PHP, MySQL, HTML5, CSS3, JQuery, AJAX, XML, Bash, Twitter API, Google Maps API, Bing Search API
Multimedia	- Adobe: Photoshop, Illustrator, Premiere, InDesign
CRM	- Salesforce.com
Productivity	- Google Apps, Lotus Notes, MS Office, MS Visio, OpenOffice

Extras

Converted personal car to run on vegetable oil, Traveled to Beijing & South Australia, Assistant Coach & Captain of Clarkson Swim Team, Volunteer High School Teacher, Music Director at Clarkson Radio, Clarkson Open Source Institute