COURTNEY O'REILLY

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EXPERTISE

I have an agency and corporate background creating and managing dynamic, high-speed websites. I am a clear communicator who can manage a number of projects at once. Details matter.

- **Strong client relationsthips**
- **Expert understanding of the latest design and technology trends**
- **Responsive design and mobile UI expertise**
- **Advanced HTML/CSS/Javascript**
- **SEO best practices**
- **WCAG accessibility guidelines**

- **Adobe Creative Cloud, Figma and Sketch**
- **Wordpress, Shopify, Contentful and Drupal**
- **Project management tools like Jira and Asana**
- **Google Analytics**
- **QA tools and techniques**
- **Experience with Agile and Scrum**
- **Hubspot and Pardot**

EXPERIENCE

WEB PRODUCER

Southleft, Remote
October 2020 - Present

Position consists of understanding and interpreting Southleft clients' challenges and goals to ensure that digital products are delivered on time and within budget. Responsibilities include:

- Executing project plans and coordinating the efforts of the overall team, including client-side technology teams, producers and creatives, as well as all key internal parties.
- Managing timelines, clearly setting expectations, and realigning expectations as priorities change and ensure client needs are met as projects evolve.
- Gathering functional requirements and translating strategic recommendations into technical documentation.
- Collecting and authoring accurate and clear requirements-based tasks for developers and designers.
- Facilitating and contributing to quality assurance testing and launch preparations.
- Solving problems and looking for opportunities for improvement.

UX DESIGNER AND DEVELOPER

Southleft, Remote
July 2019 - October 2020

Position consisted of managing, designing and developing tailored, lightweight, responsive websites for this busy boutique agency. Responsibilities included:

- Creating wireframes, mockups, animations and high-fidelity designs.
- Planning and implementing new designs using atomic design principles.
- Developing responsive websites for multiple contexts and device types (desktop, mobile, tablet).
- Interviewing stakeholders to understand business goals and objectives.
- Conceptualizing original ideas that bring simplicity and user-friendliness to complex design roadblocks.
- Creating and managing style guides, component libraries and design systems with adherence to brand identity requirements.
- Preparing and presenting working prototypes and designs to stakeholders for feedback.

ECOMMERCE WEB DEVELOPER

Moosejaw Mountaineering, Detroit

April 2018 - July 2019

Position consisted of improving this well-trafficked retail site by writing clean, modern, scalable and maintainable code in CSS/JS/HTML. Responsibilities included:

• Creating and maintaining web applications using front end technologies.
• Collaborating with marketing, creative and QA teams as well as other developers to translate visual designs into functional and engaging web interfaces.
• Taking into consideration the performance of the code and modifying or optimizing it to upgrade features, fix errors, and improve conversions.
• Researching industry trends and experimenting with new technologies.
• Writing and maintaining accurate documentation.

WEB DEVELOPER & PROJECT MANAGER

Freelance, Detroit & New York

July 2002 - April 2018

Clients included: Port Authority of NY & NJ, Munroe Creative Partners, 4A's, Brigham and Women's Hospital, Kavinoky Cook, Hells Kitchen Advertising, and Wechsler Ross & Partners (now Addison). Responsibilities included:

• Communicating with clients to establish timelines and budgets.
• Developing websites, templates and web pages that adhere to web standards.
• Recommending solutions regarding usability, technology and best practices.

WEB DEVELOPER

Wechsler Ross & Partners, New York

September 2000 - April 2002

Position consisted of developing award winning websites for financial and investment industry brands including Morgan Stanley, Chase, T. Rowe Price, Tradeweb, Forward Investing, Incapital, Ariel Capital Managment and many more. Responsibilities included:

• Building static and dynamically generated web pages using HTML, CSS and Javascript.
• Creating and optimizing web graphics using Photoshop and ImageReady.
• Organizing web content and site architecture, including the creation of wireframes and site maps.
• Acting as technical liaison between the account management team and clients.

EDUCATION

NEW YORK UNIVERSITY, NEW YORK, NY

Certificate in Internet Technologies

OKLAHOMA STATE UNIVERSITY, STILLWATER, OK

Bachelor of Arts in English Literature