

Eric Funk
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Professional Summary

Front end web designer/developer with end to end capabilities from conception to completion utilizing solid consulting skills, knowledge of user experience best practices and hands on coding abilities. I specifically have experience with building intern websites utilizing traditional HTML/CSS websites, Wiki platforms and SharePoint 2010 and 2013. In addition to development and maintenance skills I have the soft skills to be both an effective consultant during development as well as a support resource to help clients become self empowered with their new or existing web resources.

- Web Coding (HTML, CSS)
- FTP & CMS (WordPress, TeamSite)
- JavaScript Libraries (jQuery, Bootstrap)
- SharePoint 2010 and 2013
- Consulting (UX, design & architecture)
- Design aesthetics & best practices
- Team coordination & project management
- Video production & post-production

Professional Experience

Freelance and Contract, (2015-Present)

Web Design and Development

Design, development and consulted on various projects and contracts including:

- Created mobile friendly event website for a professional seminar series with expandable sections created using jQuery.
- Consulted on the redesign of an e-commerce photography website to expand it's offerings and make it responsive using Bootstrap.
- Created a website for a Yoga instructor that allowed them to sell products and enroll students.
- Completed a 6 month contract at Mellon Capital Management responsible for their internal SharePoint 2013 site collections and their external customer facing website.
- Worked on a two month contract at Kaiser Permanente to build an internal SharePoint Site for a department with a \$6 billion budget to interact with purchasers and clients. Also did video and audio production on side projects for the same client.
- Worked on a running blog for a private client.

Kaiser Permanente, Oakland, CA (2005-2014)

Web Support & Developer (2012-2014)

Created, designed, redesigned and maintained web assets for various departments under the control of the Office of the CFO. This included:

- Design of mobile first website for the CFO.
- Converted several existing websites to SharePoint sites to better enable departments to become more self reliant. This including consulting with the clients to know what functionality they needed and later training them on how to maintain their own calendars, libraries and user profile/access lists.
- Redesign of 4 websites with an eye towards branding, improved utilization and improved aesthetics. As a result these websites gained new functionality and greater ease of use.
- Multimedia content development including the production and post production of videos, recording and editing podcasts and then encoding them to post on the web with an emphasis on minimizing bandwidth impact while maintaining high quality sound and images.

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- Consulting, training and support for departments interested in being empowered to self maintaining their own websites whether it was a traditional HTML/CSS, a Wiki, IdeaBook or SharePoint site.
- Maintenance of over 20 websites involving refreshing news content, updating organizational charts and other departmental information as well as advertise upcoming events, meeting and new capabilities.

Operation Specialist II (2008-2012)

Consulted with numerous department within the finance organization to create web infrastructure within the finance area that did not previously exist. This included, but not limited to:

- Consulted, designed and managed the creation of a new finance employee orientation website utilizing a remote team in Southern California. This was also a very popular site that helped truncate the time it took new employees to get situated and become productive at the organization.
- Designed, created and maintained a website for the Financial Planning & Analysis department. This allowed them to have an online portal to their budgeting and forecasting database applications thereby eliminating the need to send out emails to all participating departments. They were also able to post instructions on how to use the database as well as have a form for new users to request access eliminating the need to field these requests and needs individually. They also posted their calendar of deadlines streamlining coordination.
- Consulted with the various sub-departments of the Treasury to create a single comprehensive website that enabled these departments to streamline their opposition in a variety of ways. The Pensions and Investments group was able to have a secured section to share reports on pension portfolio performances. The Debt and Leasing people were able to publish bond ratings and quarterly leasing interest rates. The Corporate Risk Management group was able to have bond and proof of insurance requests forms sent directly to the issuing party eliminating a time consuming intake process. The Treasury website was consistently one of the top 10 visited intranet sites at KP.

Operations Specialist I (2005-2008)

Responsible for the design, layout and publishing of the budget, long term strategic plan, forecasts and monthly financial performance updates for a \$50 billion healthcare organization.

Investment Banks, San Francisco Bay Area, CA

Presentation Specialist (1995-2005)

Organizations: Barclays Global Investors, JP Morgan, SG Cowen, E-Offering

- Designed presentations for clients involving IPOs, mergers and acquisitions, bond offerings and portfolio performance.

Education

- **San Francisco State University, San Francisco, California**
BA, Philosophy
- **Laney College, Oakland, California**
AA, Multimedia Communications
- **TechSF/Bay Area Video Coalition, San Francisco, California**
Certificate, Web Development