

# JOSE D MORALES

1617 N MACARTHUR BLVD APT D,  
OKLAHOMA CITY, OK 73127-3847  
(956) 295-8638 | [joe@morales.net](mailto:joe@morales.net)

Portfolio <http://cv.josedmorales.net>

## PROFILE QUALIFICATIONS

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- Strong problem-solving skills
- Bilingual – Fluent in Spanish (Certified by AFTL)
- Experienced in working with real-life clients
- Well-prepared for team-oriented tasks
- Strong verbal/written communication and presentation skills
- Experienced in an all-digital environment tasks and duties (Web and desktop tools)
- HTML – Advanced Level
- CSS – Medium Level
- JavaScript – Basic Level
- Google Analytics – Basic Level
- Microsoft Word – Advanced Level
- Microsoft Excel – Basic Level
- Adobe Photoshop – Medium Level
- Adobe Premiere – Medium Level
- Adobe After Effects – Medium Level

## EDUCATION

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### Texas Southmost College

- A.A.S. Computer Web Development
- Graduated: May 2015
- Cumulative GPA: 3.3

### The University of Texas Rio Grande Valley

- B.A.T. Computer Information Systems
- Graduated: May 2017
- Cumulative GPA: 2.8

## CURRENT POSITION

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### July 2017 – PRESENT: The Home Depot

(Freight Team Associate – *Oklahoma City, OK*)

- Ensure the store is stocked and ready for business every day
- Move material from the receiving area throughout the store
- Direct customer interaction

## EXPERIENCE

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### May 2015 – June 2017: The University of Texas at Brownsville / The University of Texas Rio Grande Valley — (Previous: <http://www.utb.edu/sob> | Current: <http://utrgv.edu/cobe>)<sup>1</sup>

(Student Assistant – *Brownsville, TX*) Worked as a Web master during and after the transition/merger period of The University of Texas at Brownsville/The University of Texas-Pan American to become The University of Texas Rio Grande (established in 2015)

- Successfully led transition of Web content from the two former universities to the new Robert C. Vackar College of Business and Entrepreneurship (CoBE) Web site by using the Cascade Server CMS (content management system)
  - Designed Web mockups in Photoshop in a week timeframe
  - Presented design proposals to Dean's Office
  - Executed Web final structure and content
- Created an online directory page for faculty and staff [☞](#) which served as a one-stop page for CoBE students
- Created fillable PDF application forms with Adobe Acrobat for the MBA department

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- Maintained 50+ Web pages up-to-date with information sent to me from faculty and/or assistant to the Dean
- Collaborated and assisted 100+ faculty members during my tenure

## August – December 2016: IGNITE — (<http://www.ignitex.com>)<sup>2</sup>

(Intern – *Brownsville, TX*) Software and custom Web development company focused on creating easy to use, yet powerful software for both small and large business.

- Brainstormed clean design layouts for internal Web projects
- Conceptualized potential prototypes of Web projects by creating visual designs (wireframes) in Photoshop
- Coded Web pages by hand (Sublime Text)
- Teamed up with in-house developers to evaluate design proposals
- Exposed to first-hand experience working with real-life clients
- Enhanced personal coding and soft skills by interacting with in-house developers and real-life clients

## December 2013 – January 2015: The University of Texas at Brownsville — (<http://www.utb.edu/em>)<sup>3</sup>

(Student Assistant – *Brownsville, TX*) Worked as Web master and designer in the process of the Web redesign for UTB Enrollment Services; user interface and user experience (UI/UX) wise. Part of two-person team which delivered the following:

- Presented to the board of academic directors inconsistencies found in the current UI/UX
- Established comparisons with other universities' Web sites in order to proceed with the redesign process for both content and visual structure, thus creating an easier way for future students applying to the University of Texas at Brownsville
- Maintained 200+ Web pages by using Microsoft SharePoint
- Analyzed Web behavior analytics in order to compare current trends by using Google Analytics
- Hosted an array of ten (10) focus groups in which enrolled students provided feedback about current Web pages from the university
- Implemented approved Web redesign user experience and completed the task on time

## August 2013 – April 2017: Casa los Ebanos — (<http://www.casalosebanos.com>)<sup>4</sup>

(Logistics) Worked as part-time employee for a wedding venue during weekends.

- Greet guests by showing them where to park
- Drive guests to main venue area from parking lot
- Assist and help out supervisor
- Assist and help out supervisor when needed

## December 2009 – December 2014: Fan Station — (<http://www.fanstation.com.mx/>)

(XML Developer & Blogger – *Guadalajara, Mexico*) Pre-recorded music radio podcast located in Guadalajara, Mexico.

- Worked remotely in podcast syndication to deliver to several podcast libraries such as iTunes, Zune Marketplace, among others.
- Coded XML files for seven audio podcasts delivered every week in audio podcast libraries and internet-based devices
- Presented monthly analytics data of Web traffic and social media engagement through infographic presentations every month.
- Involved in the design of Web site

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## ACHIEVEMENTS & HONORS

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- **April 2013: The University of Texas at Brownsville** — Awarded with the Scholastic Excellence Award
- **December 2011: Core77, Inc. & Microsoft, Corp.** [🔗](#) — Won as a finalist place twice in the Fast Track to the Mobile App Contest for creating and presenting a Windows Phone 7 application design and idea
- **December 2008: Iglesia Bautista West Brownsville** — Recognized with an outstanding achievement as church leader of the year
- **May 2008: The National Society of High School Scholars** — Granted exclusive membership and recognized for superior academic achievements
- **December 2007: Iglesia Bautista West Brownsville** — Recognized with an outstanding achievement as church leader of the year

## AFFILIATIONS & COMMUNITY SERVICE

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**June – December 2015: International Student Organization** Served as President of UTRGV student organization. This position requires the general overview of the organization goals, comply with the university rules and contact external affiliations in order to seek sponsorships for proposed events.

**April 2015: Carlotta Petrina Museum** Participated in a one-day nationwide community service event, United to Serve. Cleaned and helped organize furniture found in the historical building Carlotta Petrina Museum; under the leadership of International Student Organization and The University of Texas at Brownsville.

**August 2014 – May 2015: International Student Organization** Served as Vice President of UTB student organization. This position required to assist the president in every possible way, making sure all goals were met, attending meetings hosted by Student Engagement department at UTB.

**April 2014: The Ozanam Center, Inc.** Participated in a one-day nationwide community service event, United to Serve; under the leadership of the International Student Organization and The University of Texas at Brownsville. Helped cleaning the shelter kitchen which serves over 500 homeless and immigrant guests.

**September 2013: Texas General Land Office** Participated in Adopt-a-Beach program as a volunteer in order to remove trash debris off Isla Blanca beach at South Padre Island, TX. Assisted in the collection of recording information such as the source and type of debris.

**August 2013 – December 2013: International Student Organization** Served in the Historian position. This position requires to be in charge of social media communication with international (study-abroad students and border commuters) students and members of the student club organization.

**May 2013: Camp Lula Sams** Under the leadership of International Student Organization and University of Texas at Brownsville as United to Serve group, helped to assist and clean damaged areas at Camp Lula Sams Teaching Camp and Wildlife Refuge, located on the southern tip of Texas in Brownsville, Texas

**October 2005 – April 2009: Iglesia Bautista West Brownsville (West Brownsville Baptist Church)** Involved as an active church member with community/church activities and positions such as food bank, Church anniversary event logistics, teacher and teacher assistant.

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## REFERENCES

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