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# JAKE TSYS

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## Professional Summary

Proficient and creative WordPress developer with a strong history in website management and development. Skilled in creating engaging and interactive websites. Expert in all aspects of WordPress website creation, including design, plug-ins, and implementation. Experienced in SEO and security (including a server level). Detail-oriented and dedicated to superior customer service at all levels from the first meeting with a client to the website maintenance after launch.

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## Skills

- Having the ability to build websites from a brief or provided design.
- Manage websites on a server level (like CPanel, ISPmanager).
- Manage domain names, subdomains, DNS, web hosting, business email.
- Boost website functionality by additional extensions / plug-ins.
- Write coding using HTML and CSS (+understanding of the basic principles of PHP & MySQL).
- Customize WordPress themes to meet clients' requirements.
- Optimise sites for SEO (and decorate them for holiday / special offers).
- Set up automatic daily backups of all of a website data.
- Provide security measures to protect sites on WordPress and server levels.
- Ability to set up notifications in case of a website went down.
- Ensure optimum performance of each site including site speed, troubleshooting, accessibility.
- Provide regular reports on site updates performed (core, plug-ins, theme), accessibility (up-time), upcoming bills (for domain name & hosting).
- Design new features for existing websites.
- Perform migration from old sites to WordPress ones (including transferring data and keeping established domain names).
- Build WordPress Multisite (run multiple sites off a single installation of WP).
- Ability to cooperate with designers directly (including freelance designers).
- Client account management.

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## Additional Skills & Hobbies

- Video production (designing, editing, formatting and uploading).
- Manage YouTube channels (including ones as an addition to websites).
- Liaising with clients to discuss web design and functionality.
- Possessing personality, energy & charisma to inspire, manage and develop.
- I am comfortable supporting existing clients in an agile manner.
- An understanding of digital marketing.
- Experience selling web solutions to potential clients.
- Scheduling workload to meet priorities and targets to ensure the smooth running of any project.

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## Education

- **Continuous self-education & freelance practice**  
2009 – present
- **Course of study on Mathematics and Computer Science**  
2011
- **Course of study on Computer Technologies in Science and Education**  
2013

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## Work Experience

I used to run a full-service website creation agency for several years and built all types of sites including landing pages, corporate & advertising (promo) sites, portfolio / personal sites, product catalogs, and online stores. I have tried a lot of content management systems and have chosen WordPress to become a professional at.

Now I am designing, building, and maintaining commercial websites primarily using WordPress.