

# BENJAMIN J. YEE



<http://www.linkedin.com/in/benjyee> • [stmapman7@aol.com](mailto:stmapman7@aol.com) • (602) 421-2659

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## Technical Writer / Web Content Developer

### SUMMARY:

Talented, independent, and resourceful computer science graduate with a strong academic background in Java, Digital Media, and Web Development. Strong technical and editing skills using Windows and office applications including MS Office (Word, Excel, PowerPoint, Outlook). Basic knowledge of current web design and development coding trends and best practices. Self-motivated with strong interpersonal, communication, and presentation skills with a disciplined desire to succeed, proven by completing an Associate and Bachelor degrees while working full-time as a caretaker.

### PROFESSIONAL SKILLS:

- **Operating Systems:** Windows 7/8.1/10, Ubuntu Linux 12.04 -18.04 LTS, Mac OS.
- **Scripting Languages:** HTML 4.01 – 5, CSS 2-3, XML
- **Programming Languages:** Java 7-8, Python (basic), SQL (basic), JavaScript (vanilla)
- **Software:** MS Office (Access, Excel, Word, and PowerPoint), Adobe Creative Suite (Photoshop, Dreamweaver, After Effects), Adobe Acrobat Pro, Visual Studio Community 2017, Arbortext Editor, Netbeans 6.9 - 8.2

### RELATED EXPERIENCE:

#### **Project Administrator - Contractor**, CompuGroup Medical US, Phoenix, AZ

**Nov 2018 – Present**

Assist and collaborate with Technical Writer and Software Development Manager with CGM WebPractice application online help client. Capture screenshots using Adobe RoboHelp and Greenshot of online help application and documented changes on CGM WebPractice client application using Excel spreadsheet. Currently monitor and maintain VM servers and edit internal Confluence pages for Group IT.

#### **Document Publications Specialist - Contractor**, American Airlines/U.S. Airways, Phoenix, AZ

**Nov 2013 – March 2018**

Perform publishing activities including but not limited to: revisions, editing, designing, and/or creating forms, newsletters, company manuals, engineering documents, and other published documents as needed using Adobe Acrobat Pro. Adhere to established company and department textual and formatting style guides. Proofreads work from original markups and on occasion may proofread peer work as requested and perform other duties as assigned by Supervisor or Manager. Updated HTML links for the airlines' internal engineering drawing website and downloaded vendor manuals and service materials to the airline's engineering library.

#### **Media/Graphic Designer Intern**, Mothers Awareness on School Age Kids (MASK), Scottsdale, AZ

**Aug 2012 – Dec 2012**

Actively listened to key requirements and addressed the clients' marketing needs for the non-profit organization. Created up to three Unity Luncheon ads using the Adobe Creative Suite (Illustrator, InDesign, and Photoshop) with 100% accuracy. Produced up to four event brochure templates using MS Office (Word, Publisher). Worked a total of approximately 140 hours for a one semester internship.

#### **Front-End Web Developer**, Personal website for Matt Yee, Scottsdale, AZ

**Aug 2007**

Designed and created [www.mattknits.com](http://www.mattknits.com) based upon the autistic individual's needs. Used Adobe DreamWeaver, Nvu, and other web editors to establish and design the entire website – coded using HTML, CSS, JavaScript, XML. Worked a total of approximately 25-30 hours a week to complete the website and about 1-2 hours to maintain it.

### EDUCATION:

#### **Bachelor of Science, Applied Computing (Digital Media and Graphic Design)**

**Dec 2012**

#### **Minors in Business and Interdisciplinary Arts and Performance**

Arizona State University at the West campus, Glendale, Arizona

GPA: 3.5, Dean's List 2 years

#### **Certificate of Completion: Web Developer**

**Dec 2007**

Paradise Valley Community College, Phoenix, Arizona

GPA: 4.0, Dean's List 2 years

#### **Associate of Arts in Special Requirements, Economics**

**Dec 2005**

Scottsdale Community College, Scottsdale, Arizona

GPA: 3.8

**RELEVANT COURSES:**

Introduction to Computer Science  
 Data Structures and Algorithms  
 Introduction to Database Systems  
 Intermediate Probability

Uses of Accounting Information  
 Principles of Macroeconomics  
 Digital Editing and Media Literacy  
 Acoustic Ecology

Digital Graphic Applications  
 Linux Operating System  
 XML Application Development  
 Internet/Web Development

**CLASS PROJECTS (current ones are located on GitHub: <http://www.github.com/stmapman7>):****Mobile App Development**, Personal app for Matt Yee, Scottsdale, AZ**May 2011**

- Created an iPhone/iPad app for autistic user that was designed to entertain using social stories.
- Used Adobe Flash CS5 to program the iOS app using ActionScript 3.0

**Movie List GUI and Sorting Program****Dec 2009**

- Built a Movie GUI program using Netbeans 6.9-7 IDE using sort algorithms though an ArrayList.
- Debugged and coded with Java 6.

**Movie List Search Program****April 2009**

- Implemented a Movie List search program using an XML movies list and populated an ArrayList.
- Debugged and coded with Java 5 using Notepad and command prompt.

**Shuffle Program****Feb 2009**

- Created a simple program that will randomly generate an XML movies list.
- Debugged and coded with Java 5 using Notepad and command prompt.

**Student Organizer 1.0 App**, Final group project for Linux OS course, Phoenix, AZ**Dec 2007**

- Conceptualized and established layout of basic student organizer program with classmate.
- Developed decision-making processes of student organizer to store data including notes and contact information.

**OTHER EXPERIENCE:****Direct Support Professional**, Rescare HomeCare, L.L.C., Phoenix, AZ**July 2004-Present**

Provide, assist, and document daily care and life skills for autistic individual. Wrote, illustrate, and share social stories for this individual using print, Internet, and mobile technologies. Listen and utilize all verbal and behavioral techniques and strategies with individual's therapists and parents. Currently work approximately 35-40 hours per week or 600-720 hours per year.