Mitchell D Meffert

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PROFILE

I have been working in IT since 2006 when I started my business, Meffert Web Hosting LLC. Since this time I have continued to grow in the IT field by pursuing positions with the University that would give me the opportunity to work with corporate network and server systems. In addition, I have developed my own test lab which allows me to experiment with different technologies and learn through the process. Recently, I have taken a strong interest in VMware and there virtualization technology. This has led me to take the VMware Certified Professional course and in the near future pass my VMware certified Professional Exam.

EXPERIENCE

Web Content Manager, University of Wisconsin Madison - College of Letters and Sciences May 2011- Present
- Maintain and update 20 University Websites
- Train and manage student workers
- Prioritize updates from multiple departments
- Interview and hire student workers

Website Designer, University of Wisconsin Madison - Arboretum   October 2010 - Present
- Communicate with internal and external organization members
- Advise technology committee on computer systems
- Design online forms for data collection and research permits
- Troubleshoot Active Directory and network issues

Owner, Meffert Web Hosting LLC   January 2006 - Present
- Update client websites in a timely manner
- Accurately record and file accounting paperwork
- Manage website projects from design to implementation

EDUCATION

University of Wisconsin Whitewater, Whitewater Wisconsin
Bachelor of Business Administration
Major: Entrpreneuship
Graduated: May 2012

SKILLS

Website Design:
- Program websites using HTML and CSS
- PHP/MySQL website applications
- Wordpress Administration

Server Administration:
- Install and administer CentOS and Windows Servers
- Plan and implement VMware Virtualization
- Manage Active Directory for 30 person business
- Manage open source firewall/router

Leadership:

While operating Meffert Web Hosting LLC, I frequently have to take a leadership role in order to grow the business. For example, I consistently contact clients for updates to prevent client websites from falling out of date. I also communicate with new or potential clients to help them decide what benefits they want or need for their website and how my company can help them achieve those their goals.

The University of Wisconsin Arboretum is undergoing a complete website redesign. I have played a major role in this process from the beginning. During this process I have helped to select the Content Management System that they will be using, critiquing different revisions of the website theme, along with setting up and configure a new web server to host the site.