



BROOKLYN VAN BEBBER

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Summary

Detail-oriented Web Developer/Administrator with distinguished knowledge of website configuration, digital design, and accessibility. Successful at troubleshooting and maintaining high-traffic website functionality. Dedicated to aesthetics and meeting client needs for dynamic sites.

Education and Training

Certificate: Front-End Development 06/2024
SheCodes | Remote

Bachelor of Arts: Communication Studies 05/2022
The University of Montana | Missoula, MT

Skills

- HTML
- CSS
- JavaScript
- API
- SEO
- Github
- JAWS/WAVE
- Bootstrap
- WCAG Guidelines
- ADA/Section 508
- Flexbox
- Adobe Pro

Experience

Contract Website Administrator 05/2024 - Current

Aiken County Public Schools | Aiken, SC

- Responsible for migration of the district and schools' websites to and alternative vendor.
- Ensuring district wide compliance, training, and support with Section 508 and Web Content Accessibility Guidelines (WCAG) 2.1 Level AA compliance.
- Responsible for coordinating, planning, maintenance, and accessibility of all webpages and develop comprehensive structures and plans for continued maintenance, compliance, training, and accessibility.
- Tested site functionality on multiple browsers and devices.

Contract Data Entry Clerc | Executive Assistant 03/2024 - 04/2024

Bison Wares | Remote

- Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry.
- Respond to queries for information and access relevant files.
- Provide general support.
- Validated customer information, such as addresses and contact numbers.
- Created spreadsheets for tracking incoming orders and outgoing shipments.

Golf Services and Shop Concierge 11/2022 - 07/2023

Reserve Club at Woodside | Aiken, SC

Golf Shop Responsibilities:

- Greet members and guests upon arrival and complete the check in process.
- Document member notes and inquiries.

- Resolve customer complaints.
- Responsible for financial transactions in the pro shop.

Outside Services:

- Responsible for opening and closing duties of daily course operations.
- Document member traffic on course to maintain pace of play.
- Manage cart returns and preparation for the next use.

Hotel Front Desk Receptionist

05/2021 - 09/2022

Inn at Houndslake | Aiken, SC

- Responsible for scheduling and reservation management through multiple platforms.
- Oversee accounts receivable for front desk transactions from guests throughout stay and check out.
- Offer extensive customer support to guests throughout the customer's experience.
- Complete administrative tasks involving research, data collection/imputing, and correspondence.