



# James Hunkins

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## SUMMARY OF QUALIFICATIONS

Experience in various web technologies, customer relations, and marketing. Areas of expertise include: streamlining technical processes, graphic rich email campaigns, websites built with HTML 5, jquery, and responsive design. Possess a high level of initiative and foresight, as well as strong communications skills and leadership capabilities. Able to organized complex projects from the broad overview to the finest point to ensure smooth operation and completion.

## EDUCATION

Art Institutes International of Minnesota  
Associate of Applied Science in Multi-Media, 2000 (graduated with honors)

Minneapolis College of Art & Design, Creative Web Design, summer 1998

Minneapolis College of Art & Design (PSEO) 1997-1998

## PROFESSIONAL EXPERIENCE

**App-Platform.net**, Minneapolis MN Nov. '12 - Present  
Partner

- Created HTML 5 based applications to be used on iOS, Android, Windows Phone, Blackberry 10 devices, and web browsers.
- Developed a system to easily install the apps regardless of hardware.
- Created websites using responsive design and the latest web technologies that adapt to whatever screen they are viewed on.
- Designed graphic rich email campaigns that work equally well on desktop and mobile email clients.
- See more at **app-platform.net**.

**Jim Hunkins Enterprises**, Minneapolis, MN May '98 - Present  
Owner

- Web development focusing primarily on small businesses providing high quality cost effective solutions. I have also been brought in to manage other freelance developers on large-scale and time-sensitive projects.
- Technical support for individuals and small businesses dealing with networks of varying sizes, software/hardware upgrades, and training.
- I provide graphic design in conjunction with web development as well as for more traditional marketing; business cards, brochures, catalogs, etc.
- See more at **jimhunkins.com**.

**Navarre Corporation**, New Hope, MN Oct. '06 - Aug. '11  
Web Content Supervisor

- Managed several employees to ensure quality and consistency of content posted to the website.
- Created and streamlined processes for dealing with content.
- Created and deployed all web based marketing, email campaigns, flash banners, event sites, etc.
- Web design on various Navarre web properties.

**Pyxis Solutions**, Brooklyn Park, MN May '04 - Oct '06, Aug. '11 - Nov '12  
Electronic Systems Manager/Marketing

- Designed/updated marketing materials including brochures and web presence, [www.pyxisolutions.com](http://www.pyxisolutions.com).
- Worked with installers to create a home theater and/or home audio/video/data distribution system that will meet the specific needs of a particular customer or business.
- Programming more complex home theater/automation packages. For example, controlling the home theater, whole house audio, lighting, and security with smart phones/tablets.

**First NLC Financial**, St. Louis Park, MN March '04 - May '04  
Loan Officer

- Contacted potential applicant and obtain basic information, then explain the different types of loans and credit terms that are available to them.
- Analyzed and verify the information on the application to determine the client's creditworthiness and the best type of loan for them.
- Coordinate appraisal, closing, and ensure the customer is happy with the entire transaction.

**Ultimate Electronics**, Maple Grove, MN April '01 – March '04  
Home Electronics Sales/Trainer

- Conducted two month training classes on new Oracle based computer system for entire Minnesota Region.
- Handle sale from beginning to completion, including educating the customer, inventory issues, installation coordination, and making sure the customer is satisfied with the entire transaction.
- Managed a team of salespeople and continued their training on product knowledge and customer relations.

**Allen Interactions**, Minneapolis, MN April '00- Sept '00  
Flash Contractor

- Worked on modifying existing projects to suit the evolving needs of their client base.
- Designed dynamic interfaces, integrating Flash with ASP (Active Server Pages) to create a more viable design solution.
- Refined Allen Interactions marketing tools so they could be deployed easily via the Internet.

**Thomas Design Group**, New Hope, MN Nov. '98– March '00  
Freelance Web Design

- CD-ROM authoring.
- Designed presentation materials for Director of New Business to use to acquire new customers.
- Responsible for instructing designers on how to create in the new electronic medium.
- Assisted Network Administrator upon request in maintaining the company's infrastructure.

## References

Available upon request.