

MO WRIGHT

URBAN GEEK. PROJECT MANAGER. WEBSITE WRANGLER.

PROFILE

Project Manager with an outstanding track record of improving business processes, project management, regulatory compliance, and development of innovative projects within customer-focused industries.

EDUCATION

BACHELOR OF SCIENCE, BUSINESS ADMINISTRATION - INFORMATION SYSTEMS

California State University, Long Beach | 2013

ASSOCIATE IN SCIENCE, BUSINESS ADMINISTRATION

Long Beach City College | 2010

BACK DOWN MEMORY LANE

WEB & ELECTRONIC MEDIA COORDINATOR

Long Beach City College | Mar 2017 - Current

- Spearheaded the launch of new campus website & online standards
- Update web content and oversee implementation of content-creation strategies
- Maintains consistency of content and branding guidelines across campus website & social media platforms
- Collaborate with IT in the evaluation, design and implementation of new software services and strategies for the web

DIGITAL PROJECT COORDINATOR

VDS LA | Aug 2014 - Mar 2016

- Served as the liaison between Client Services and Business Development departments
- Improved the workflow between departments by implementing the Agile methodology and standardized processes
- Helped transition the company into an Agile environment to increase efficiency and quality
- Maintained consistency of branding guidelines across websites and online advertising materials

SKILLS & EXPERTISE

Project Management
Quality Assurance & Localization
Business Process Analysis
Digital Advertising
Web Development
Team Leadership
Effective Communicator

THEMES OF TALENT

Strategic Planner
Innovative Thinker
Enthusiastic Futurist
Consummate Learner
Information Seeker

INSIGHTS

Coffee Connoisseur
Diehard Gamer
TED Evangelist
LEGO Maniac

CONTACT

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WEB DESIGNER

Freelance | Jan 2012 - Aug 2014

- Designed custom-built websites using HTML, CSS, and Javascript using the WordPress CMS
- Provided full service web design and maintenance services, including setup of hosting, email accounts, and technical support
- Helped clients to develop strategic planning for launching new websites to coincide with their business purposes

SBDC PROGRAM ASSISTANT

Long Beach City College | Apr 2008 - Mar 2011

- Coordinated the testing and technical support for vocational & entrepreneurial training for small businesses
- Worked closely with the Long Beach Small Business Development Center and the City of Long Beach to implement business programs and services
- Identified business gaps for various SBDC training programs and redesigned the on-boarding process, resulting in more accurate record-keeping

PROJECT COORDINATOR

Nectar Product Development | June 2007 - Apr 2008

- Supervised design and engineering teams in the development of various consumer and commercial products while managing budget and timelines for all projects
- Managed the budget and timelines of all projects while acting as a liaison between production staff and third-party vendors

ASSISTANT QA MANAGER

Square Enix, Inc. | Mar 1999 - Apr 2007

- Managed teams of up to 60 people while prioritizing task assignments, maintaining budget & scheduling, and coordinating QA efforts between the US & Japan
- Developed and reviewed test cases, QA plans, and various department policies & procedures
- Verified technical software submissions for Sony, Microsoft, and Nintendo
- Successfully launched over 40 game titles for various gaming consoles, including the Final Fantasy, Kingdom Hearts, and Dragon Quest series
- Created a budget and scheduling system for QA and Localization projects factoring in costs and team resources