

JASON PHILLIPS

2832 Sacramento St.
San Francisco, CA 94115
Jason@JFlips.com | 510.469.6689

PROFILE

A hardworking graduate from the University of Arizona with a double major in Entrepreneurship and Management. Reliable, trustworthy, meticulous, and a demonstrated leader. Proficient in working with others and as part of a team. Computer skills range from graphic design to site analytics, search engine marketing & optimization and local search.

EDUCATION

8/05-5/09	University of Arizona Bachelor of Science in Business Management Majors: Entrepreneurship, Business Management Graduated: May of 2009	Tucson, Arizona
5/07-7/07	University of Economics Central and East European Studies Program Courses: Global Business and International Trade	Prague, Czech Republic

EXPERIENCE

11/06-Present	Ruck Off Rugby – Rugby Apparel Company <i>Founder & Owner</i> <ul style="list-style-type: none">• Developed & launched profitable business in the rugby apparel industry• Established e-commerce infrastructures through two P.O.D. manufacturers• Implemented S.E.O. campaign, gaining top organic search positions• Wrote 27-page expansionary plan with \$700k pre-money valuation	Tucson, Arizona
6/08-5/09	bTucson.com - Online Business Directory <i>Content Manager</i> <ul style="list-style-type: none">• Increased restaurant guide page views by 22.5%• Redesigned company logo, address bar icon and color scheme• Established local content marketing campaign	Tucson, Arizona
12/07-5/09	Steller Designs - Web Development Firm <i>Co-founder, Project Manager</i> <ul style="list-style-type: none">• Co-designed site logo, design elements, and layout• Developed business model and wrote page contents• Established local search and directory listings	Tucson, Arizona
3/05-8/05	Lulu Rae Confections – Confection Boutique <i>Sales Representative</i> <ul style="list-style-type: none">• Trained & supervised new employees• Organized and evaluated inventory of 70+ gourmet chocolates• Handled sales volume of \$14k revenue per week	Oakland, California

VOLUNTEER WORK

SkiWeek '03,'04,'05	Amor Ministries Housing Project <i>Student Leader, Laborer</i> <ul style="list-style-type: none">• Co-led 15 member student work group in house construction• Administered distribution of supplies to various worksites• Oversaw communication efforts between students and contractor	Tijuana, Mexico
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SKILLS

- Excellent knowledge of Microsoft Word, PowerPoint, Visio, and Project
- Excellent knowledge of Microsoft Excel: Certified as Specialist in 2005
- Comprehensive knowledge of Google Analytics, AdWords, AdSense, and Base
- Comprehensive knowledge of Adobe Photoshop CS3 and Contribute CS3
- Intermediate knowledge of Adobe Dreamweaver CS3