

# Rachel Pastirik

[www.netdrafter.com](http://www.netdrafter.com) | [www.rachelpastirik.com](http://www.rachelpastirik.com)

PO Box 96503 #83685  
Washington, DC 20090-6503

rpastirik@netdrafter.com  
(703) 999-4602

## **SUMMARY**

Experienced web developer and founder of firm that builds and maintains high end business web sites. Over 11 years of consulting experience for more than 150 corporate and university web projects. Knowledge in a variety of web programming languages, software packages and business development areas.

## **EXPERIENCE**

### **Netdrafter, LLC** President

**7/1998 – Present**  
Sterling, VA

Founder and president of web services company offering design, database and advanced programming solutions for medium sized businesses in 8 states, 2 countries, and over 50 industries. Managed all aspects of business development, project management, marketing and staffing.

### **The Roanoke Times**

Online Project Manager (12/2004 – 2/2005), Web Administrator (10/2003 – 12/2004)

**10/2003 – 2/2005**  
Roanoke, VA

Redesigned and maintained company Intranet and managed domains, email, and web hosting for external clients. Successfully managed projects for online applications built for internal and external customers.

### **Whim Internet Magazine**

Executive Director (8/2000 – 5/2003), Executive Assistant (8/1999 – 5/2000),  
Technology Section Manager (8/1998 – 5/1999)

**8/1998 – 5/2003**  
Radford, VA

Coordinated all aspects of design, production, programming, and organization of Radford University's weekly Internet magazine. Maintained and managed a volunteer staff. Increased publication size, doubled university funding and quadrupled staff size.

### **Tritec Associates, Inc.**

Internet Consultant

**5/1999 – 5/2004**  
Sterling, VA

Designed and maintained company web site while providing front office support. Assisted in sales and customer order processing.

### **RU Student Media Committee**

Chairperson (8/2002 – 5/2003), Media Lab Technology Manager (6/2001 – 5/2003),  
Voting Member (8/1999 – 5/2003)

**8/1999 – 5/2003**  
Radford, VA

Represented Whim Internet Magazine and Radford University Student Media in matters of free speech and censorship, budget and funding matters, internal employment and production issues. Streamlined executive application and interview process. Administered and maintained computer lab, department server and web site.

### **RU Network Help Desk**

Technician

**8/1999 – 1/2001**  
Radford, VA

Installed and configured network hardware and software on university computers. Redesigned and maintained web site for the Office of Residential Life.

### **RU Office of New Student Programs**

Peer Instructor

**8/1999 – 12/1999**  
**8/2000 – 12/2000**  
Radford, VA

Co-instructed 25 freshman students with tenured faculty. Assisted in their transition to Radford University. Built and maintained class web sites for assignment submission, grade monitoring and attendance recording.

### **RU Computer Science Department**

Peer Instructor

**8/1999 – 12/1999**  
Radford, VA

Helped students with programming assignments during class and lab, held exam preparation sessions, and kept regular office hours to further assist students. Maintained class web site for testing, grade monitoring, and attendance recording.

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## **EDUCATION**

B.S., **Media Studies**, December 2003  
Concentration: *Web Design*, Minor: *Information Technology*  
Radford University, Radford, VA

## **CAREER RELATED COURSEWORK**

- Advanced Web and Multimedia Production
- Web Technology for End Users
- Digital Imaging
- Java Programming
- Web Production
- PHP Programming
- Principles of Computer Science
- Search Engine Optimization (SEO)

## **TECHNICAL SKILLS**

- Adobe Acrobat
- Adobe Flash
- Adobe GoLive
- Adobe InDesign
- Adobe Photoshop
- Cascading Style Sheets
- Constant Contact
- HTML/XHTML – Hand Coding
- FTP
- Google Analytics
- JavaScript
- Macromedia HomeSite
- Microsoft Access
- Microsoft Excel
- Microsoft Outlook
- Microsoft PowerPoint
- Microsoft Windows
- Microsoft Word
- MySQL
- PHP
- QuickBooks
- Salesforce CRM
- Search Engine Optimization (SEO)
- Server-side Includes
- WebCEO
- Web Usability and Compatibility
- WordPress

Prior Experience:

- Ada Programming Language, Adobe Premiere, Apache Server Administration, Ethernet Installation, IBM WebSphere Development Studio, Java Programming Language, Microsoft Great Plains Accounting Package, MacOS, Microsoft SQL Server, QuarkXPress, SNAP Server Administration, Unix Operating System, Vim, WebCrossing, WebTrends.

## **HONORS AND AFFILIATIONS**

- Finalist, Loudoun County *Small Business of the Year Awards* (Netdrafter) – 2006 and 2007
- Winner, Fairfax Community Business Partnership *Business Plan Contest* (Netdrafter) – 2005
- 1st Place, Radford University Spring *Multimedia Festival* (Web Design Category) – 2003
- 2nd Place, Radford University Fall *Multimedia Festival* (Web Design Category) – 2003
- Nominee, Radford University *Outstanding Student Award* – 2003
- Honorable Mention, Radford University *Outstanding Student Organization Award* (Whim Internet Magazine) – 2003
- 2nd Place, College Media Advisers National Competition *The Best of Collegiate Design* – 2000
- Community Involvement and Professional Affiliations:
  - Loudoun Literacy Council, Board Member (2009)
  - Women's Business Center of Northern Virginia (Pro Bono Speaker 2006-2008)
  - Women Entrepreneurs' Expo (Pro Bono Speaker 2006-2007)
  - Loudoun Small Business Development Center (Pro Bono Speaker 2006-2009)
  - Loudoun County Chamber of Commerce (Contributing Member 2005-2009)
  - Radford University (Sponsor, Mentor, Pro Bono Speaker 1999-2008)
  - Heritage High School Gymnastics (Coach 2006-2007)
  - Autism Help Network (Web Site Sponsor - 2007)
  - The Arthritis Foundation (Sponsor - 2007)
  - Loudoun Department of Family Services (Sponsor - 2006)
  - Loudoun Abused Women's Shelter (Sponsor - 2006)

Portfolio and References Available Upon Request