



timothy.baskin [at] gmail.com

cell: 573.576.3198

www.timothybaskin.com

EDUCATION

Southeast Missouri State University

M. A. in English

Professional Writing Focus

B. S. in Psychology

Minor in Literature

Teaching Certificates

High School English

High School Social Studies

PROFICIENCIES

Mac / Windows / Linux

Microsoft Office Suite

Adobe Creative Suite

Jira / Spiceworks

Google Apps

Interactive Whiteboards

Non-linear Video Editing

Wordpress / Droopla CMS

CSS / HTML / XHTML / PHP/

JQUERY / JAVA / POSTGRESQL /

MYSQL

REFERENCES

Lee Gattis

573.768.0928

Teacher Evaluator / Former Principal
Southeast Missouri State University

Dr. Susan Swartwout

573.576.4546

Southeast Missouri State University
(Retired)

Shadrick Shafer

573.579.8481

Principal, Perryville High School

EXPERIENCE

Buchheit, Inc. Biehle, MO (05/18-Current)

Web Developer / Software Developer / Systems Developer

- Propose, design, and implement website components for corporate use, including large-scale manipulation of sales, inventory, and staff data as directed by the CEO
- Develop / maintain public-facing online sales site
- Track user interactions with corporate site to improve functionality, and responsible for updating older page designs to meet user needs
- Compose technical documentation and systems workflow charts
- Implement creative solutions to surface company data to non-technical users using modern web and app techniques

Valle Catholic High School, Ste. Genevieve, MO (08/15-5/18)

Technology Director / Dual Credit Composition and Psychology Teacher

- Instruct students in both creative composition, literary analysis, and social science
- Support and maintain school network & 300+ computers
- Build, configure, and install hardware and software
- Update and manage school website
- Plan and execute district technology goals independently and on deadline
- Compose guides, technical documentation, technology processes and instructional materials for administration, faculty, and students
- Manage district's online gradebooks and websites
- Edit/design photos, promotional materials, logos, and videos for social media

Perryville Higher Education Center, Perryville, MO (01/15-Current)

Adjunct Writing and Public Speaking Instructor

- Responsible for Composition I, Composition II, and Public Speaking instruction for Mineral Area College
- Design daily instruction and student workflows using Mineral Area's online class management system

Perryville High School, Perryville, MO (08/07-06/15)

Dual Credit Writing, Dual Credit Literature, Dual Credit Speech, Dual Credit Psychology, and Publications Teacher

- Provided daily classroom instruction to 125+ students
- Design and deliver professional development training in classroom management, course design, and technology
- Yearbook adviser, responsible for design, management, and composition of the 175-page TUBA publication
- Instructed students in DSLR photography and InDesign
- Building-level tech support and tech coordinator

Velocity Electronics, Cape Girardeau, MO (12/04-06/07)

Creative Director, Web Design Lead

- Managed a staff of 3 designers/programmers
- Designed, built, wrote copy and maintained client websites
- Designed marketing campaigns, materials, logos, and signs
- Conducted over-the-phone and on-site sales and pitches

SEMO University Press, Cape Girardeau, MO (08/03-05/04)

Assistant Editor, Office Manager, Web Designer, Cover Designer

- Designed, organized, copyedited, and published *Big Muddy*, an award-winning literary magazine, and *Journey*, a student publication
- Designed SEMO University Press and Journey Magazine websites