



## JESSE SEAVER

### PROFILE

I have a passion for creativity, and using my creativity to help people do good things. I like to use my creative energy to inspire teams, customers, and people around me to make a difference in the world. I am able to handle many requests and see the big picture without losing attention for detail. I am very responsible, and trustworthy with valuable items, personal space, and information. I have developed expert-level marketing and technical support skills, am well versed on Apple, and Windows platforms, including the Apple, Microsoft, and Adobe suite of applications. I am skilled in web development, network administration, project management, distribution list management, and remote system support. I have 5 years experience providing support to those in the financial services industry, and I am known as being very patient, friendly, funny, and easy to work with. I am willing to travel, enjoy travel, and meeting new people. I am an avid musician.

### EXPERIENCE

#### **EXECUTIVE ASSISTANT AND MARKETING DIRECTOR, ABACUS WEALTH PARTNERS** SEBASTOPOL, CA 2004 - 2009

I reported directly to the CEO of this nationwide financial management firm as his technology advisor and personal assistant. I also served as the firm's IT support director and marketing director performing extensive advertising and help desk duties. I provided online marketing and web development services for the launch of the best selling book *The Cure For Money Madness* (Random House). This project included developing a large social media campaign. I was successful in collecting over 10,000 unique database signups within the first year of the campaign.

[www.abacuswealth.com](http://www.abacuswealth.com)

#### **CURRY WITHOUT WORRY** SAN FRANCISCO, CA 2006 - 2010

I helped form and still assist this blossoming food program that serves over 200 impoverished people every Tuesday in downtown San Francisco. We are a 501 C3 not for profit organization, and we aim to provide needy souls with a dignified experience and a healthy, hearty meal. To date, we have served over 24,000 meals.

[www.currywithoutworry.org](http://www.currywithoutworry.org)

#### **FOUNDER AND PRESIDENT, CHARITY ATM, LLC.** SAUSALITO, CA 2009 - 2010

I recently founded this LLC in order to link the everyday transaction fee associated with ATM withdrawals to raising money for charity organizations. Charity ATM, LLC currently owns and operates 10 ATMs.

[www.charityatms.org](http://www.charityatms.org)

#### **FREELANCE COMPUTER CONSULTANT** 1999 - 2010

Over the last eleven years, I have retained clients from all over the world, providing on-site and remote desktop support, website development, and IT systems strategy support. Clients have included Apple Computer, Medtronic, Swatch, Holiday Inn, ClearChanel Communications, The Massachusetts Institute of Technology, Abacus Wealth Partners, Grace Cathedral, and The City of Sausalito.

## EDUCATION

Greenfield Community College, Credits earned towards an Associate Degree in Communications

## SKILLS

I am very personable, and pride myself in being a good listener, being very patient, and having excellent communication skills. I am good at bringing people together for good causes. In addition, my technical skills are extensive, and education in them come from 100% hands on experience.

Core Technical Skills :

- Windows ( XP, Vista, 7, Server ) and Macintosh ( 9.X - 10.6 ) client and server support. Including user management, security, backup, and network hardware / software troubleshooting.
- Wired and wireless network installation, strategy, administration.

I have experience with the following applications and software services :

- Salesforce.com
- Joomla CMS
- ACT CMS
- Google Adwords Campaigns
- Amazon.com Sales Campaigns
- Ebay Sales Campaigns,
- Social Media Outreach campaigns (Facebook, LinkedIn, MySpace, Orkut, etc.)
- Adobe Suite of Design Applications ( Photoshop, Fireworks, Illustrator, Dreamweaver, Flash )
- Microsoft Suite of Office products ( Word, Excel, Powerpoint ) ( Mac and PC )
- I am familiar with many open source platforms, and am very resourceful in finding solutions for new and existing projects. I am good at taking a existing open source solution and modifying it to work for the specific need at hand.

## REFERRALS AND RECOMMENDATIONS

Recommendations from past clients and colleagues visible on my LinkedIn profile: [www.linkedin.com/in/jesseseaver](http://www.linkedin.com/in/jesseseaver)

Additional client references available upon request.