

NATASHA L. BALLARD

NatashaLBallard.com
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EDUCATION

B.B.A. in Computer Information Systems, Howard University

Major GPA: 3.4

WORK AND RELATED EXPERIENCE

IT Consultant - Public Sector

08/2015 – Present

IBM

Washington, DC

- Current Role: **Technical Writer**
- Previous Role: **Contract Change Request Support**
- Previous Role: **Application Developer**
 - Created and maintained software code using C#, HTML5, and .NET Framework
- Previous Roles: **Business Analyst & Level 2 Help Desk Support**
 - Helped introduce Agile methodology (Scrum) to development team
 - Served as main point of contact for Level 2 Help Desk issues

Freelance Front-End Developer / UX Designer

09/2014 – Present

NatashaLBallard.com

Washington, DC

- Design user interface through initial site mockups and wireframes before development
- Utilize HTML, CSS, JavaScript, Photoshop, and content management systems
- Plan and execute user experience initiatives
- Provide website maintenance and updates

Founder

12/2013 – Present

NLBfitness

Washington, DC

- Promote fitness & nutrition through blog and social media
- Provide personal training for individuals and groups

Information Technology Intern

08/2014 – 07/2015

United States International Trade Commission

Washington, DC

- Created and updated web content using HTML5, CSS3, JavaScript, and Drupal
- Provided web application development including requirements, analysis, quality assurance testing, and documentation

EXTRACURRICULAR ACTIVITIES

School of Business China Study 2015: Participant in a two-week case study based in China

Computer Based Information System (COBIS) Society: President, (05/14 – 06/15)

Alpha Kappa Psi Professional Business Fraternity, Psi Tau Chapter

Director of Technology, (06/2014 – 05/2015)

Howard University Student Association, 54th Administration

Technology Specialist, (04/14 – 05/15)

HU ResFest 2014: Graphic Designer, (01/14 – 03/14)

Google Howard Hack 2013: Co-Project Manager

COBIS Society: Mentorship Program Chair, (09/13 – 05/14)

HU Student Consulting Group: Director of Marketing/PR Team, (09/13 – 01/14)

SKILLS & TRAINING

- Microsoft Excel, Access, Word, PowerPoint, Visio, & Visual Studio • HTML5 • CSS3 • JavaScript
- Agile (Scrum) • Adobe Photoshop • Adobe Dreamweaver • Drupal • WordPress • JIRA • Xenu