

# Lakesha R. Brown

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## OBJECTIVE

To engage in challenging partnerships and positions that utilize my experience in project and requirements management, web development, and teaching while achieving my personal mission.

## WORK EXPERIENCE

### **Xtreme Designz, *President & CEO***

**Present**

Professional website design and include duties such as designing and maintaining web sites, creating custom web graphics and layouts, creating flash intros, content creation, website promotion & marketing.

### **Senior Analyst – SBC Services, *Requirements Manager***

**1/04 – Present**

- Elicit and decompose high-level business requirements into technical requirements specifications according to standard templates and, where appropriate, representing those requirements using alternative views, such as prototypes or use cases.
- Created and manage the Ordering Team internal website with current activities and employee tools and resources.

### **Senior Analyst – SBC Online, *Request for Change (RFC) Manager***

**6/03 – 12/04**

- Managed small to medium web development project requests, including coordinating development phase activities and documenting requirements.
- Gathered and translated client business requirements.
- Served as liaison between the development and test teams in support of planned project goals for SBC Online.
- Coordinated with other SBC Online project teams to identify and manage dependent requests to minimize the premature release of RFCs.

### **Senior Analyst – SBC Online, *Requirements Manager***

**01/01 – 5/03**

- Formulated detailed functional and technical software requirements for SBC Online's external web sites.
- Worked with client organizations to gather user requirements and document use cases and high level requirements using Visio, Dreamweaver, Power Point, and PhotoShop.
- Created working website prototypes for proposed functionality using Rational Rose software and the Unified Modeling Language.
- Performed project management tasks when needed such as completed timelines, determined scope, and conducted working sessions and walk throughs with project leaders and clients.
- Created and performed integration, system, and user acceptance tests.

### **Analyst – SBC Online Services, *Developer***

**01/00 – 12/00**

- Created, updated, and maintained content and functionality on branded SBC external web sites using Vignette and TCL.
- Facilitated web site change requests and managed client business requirements, improving site usability.
- Designed back-end functionality and tested the end user experience for SBC's external web sites.

## TECHNICAL SKILLS

### Software

Microsoft Word, Excel, Access, Power Point, Visio, NetMeeting, Live Meeting, Adobe PhotoShop CS, Adobe Acrobat, Rational Rose, Netscape, Internet Explorer, Macromedia Dreamweaver MX, Homesite, Swish MX, SnagIt 7.0, Vignette, WS FTP

### Languages

HTML, SQL, TCL, JavaScript, Cold Fusion (*intermediate*), PHP (*novice*)

## EDUCATION

**2004 – Certificate of Completion**, Internet Marketer

**2002 - Master of Arts**, Organizational Management, University of Phoenix - St. Louis Campus

**1999 - Bachelor of Science**, Computer Engineering, Minors in Math and Computer Science, University of Missouri-Columbia

## PROFESSIONAL AFFILIATIONS

National Association of Photoshop Professionals, 2005

eWomen Network Organization, Member, 2005 - present

Professional Organization of Women, Inc., Member, 2004 - present

St. Louis Business Diversity Initiative's Mentoring Program, Mentor, 2004 - present

Community NETwork of SBC, 2<sup>nd</sup> Vice President, 2002 - 2004

Community NETwork of SBC, Chair of Professional Development Committee, 2001 - 2002

Big Brothers/Big Sisters, 2000 - present

## TEACHING EXPERIENCE

High School Tutor, 1999 - present

Scrapbooking for Young Adults, 2003 – present (*summers*)

HTML for Beginners, East St. Louis Community College, 1999

## AWARDS

Emerging Leader Award (eWomen Network Organization), 2005

Shining Star Award (SBC) – 2004

Certificate of Appreciation for Selfless Service (Community Network of SBC) – 2003

## REFERENCES

Will be furnished upon request