



# SUE SEIFF

website developer & digital designer

Pittsburgh, PA  
724-612-5177  
sueseiff@gmail.com  
PeaceLoveWeb.com

## tech skillset

- Photoshop
- Illustrator
- Acrobat
- WiX Editor
- Wordpress CMS
- Google Workspace
- Microsoft 365
- Canva Pro

## ABOUT ME



I'm an experienced IT professional who lives and breathes design, web-based tech, and trends. My 25+ years in the software development industry focused on user experience allows me to collaborate with clients to define their requirements and develop a unique, user-centered, and productive online presence.

## WORK EXPERIENCE



### OWNER / DIGITAL DESIGNER

PeaceLoveWeb | 2012 - Present [peaceloveweb.com](http://peaceloveweb.com)

- Collaborate with clients on the design, development, and launch of stunning, mobile-responsive websites and unique logos.
- Support my clients' digital marketing goals through content development, SEO, analytics tracking, social media support, and mail campaigns.

### K-8 COMPUTER TECHNOLOGY TEACHER

Providence Heights Alpha School, Allison Park, PA | 2016 - 2020

- Provided hands-on instruction in the classroom for students grades K through 8 on topics including digital citizenship, internet research, digital media, and productivity applications.
- Re-developed the complete curriculum to align with the ever-changing landscape of computer technology so that students would be productive and prepared for high school.

### WEBSITE DESIGNER / ACCOUNT MANAGER

Big Big Design, Inc., Pittsburgh, PA | 2011 - 2012

- Worked with small- and medium-sized businesses to address their digital marketing needs.
- Designed and developed custom websites in WordPress, provided end-user training, and managed ongoing enhancements.

### PROJECT MANAGER / SENIOR SYSTEMS ANALYST

Information Concepts, Inc., Washington, DC | 1991 - 1997

- Managed all phases of multi-year custom software development projects for DC-based associations and non-profits.
- Worked with managers and end-users to study information workflow and identify requirements for improvements through automation.
- Translated functional requirements into technical specifications for software developers.
- Delivered end-user training and developed custom instruction manuals.

### SYSTEMS ANALYST

American Management Systems, Inc, Washington, DC | 1985 - 1991

- Served as junior analyst, technical writer, and software trainer on numerous team projects (e.g., requirements studies, alternative analyses, imaging system implementations) for Federal Government agencies, including Social Security Administration (SSA), Department of Veterans Affairs (VA), and Environmental Protection Agency (EPA).

## COMMUNITY & EDUCATION



- Providence Heights Alpha School Board of Directors: Board Secretary (Sept 2020 - Present)
- Autism Speaks, Pittsburgh Chapter Board of Directors: President (Jan 2012 – Jan 2014)
- Autism Speaks, Pittsburgh Chapter: Gala Committee Chair/Member (Jan 2009 – Present)
- STICK WITH IT FITNESS Turkey Trot Fundraiser: Event Coordinator (Aug 2011 – Nov 2015)

### B.S. with HONORS. THE PENNSYLVANIA STATE UNIVERSITY

University Park, PA 1985