What they want	What I've got
The Web Coordinator position is a full time position reporting to our Director of Graphic and Promotional Services.	Reported to design director as an architect, creating collaborative partnerships that allowed me to take their ideas and make them possible.
The Web Coordinator is one of two key contacts for the management of 17+ branded websites.	Managed websites and files for 22 separate clients simultaneously to perform updates.
includes performing updates of web content, web design, creation of email marketing templates and distribution of email marketing campaigns.	not sure here...
Strong HTML/CSS skills are a must	HTML/CSS/PHP by hand, debugging with Firebug and W3 validation
As well as the ability to multi-task under tight deadlines.	Worked in high-pressure creative environments as project manager for complex architectural projects against externally imposed deadlines
Post new content including text and images to 17+ branded websites using web publishing tools and hand coding, HTML, CSS, and PHP.	Currently rebuilding a website, http://www.fiskelibrary.org , that was initially desig
Coordinate and audit postings done by other departments and provide technical assistance as needed; ensure that obsolete content is removed in a timely manner.	Able to set personal goals and deadlines that dovetail to the project as a whole.
Keep current on company site standards, corporate style guides and industry legal requirements to ensure all postings meet them.	As a store designer during their expansion years, I was responsible for promoting the essential message of Starbucks through signage, branding, and curb appeal, qualities that seamlessly transferred to my new career on the web.
Utilize HTML, CSS and PHP to build and maintain pages for both internal and externally-facing websites. Coordinate with 3rd party vendors on completion of complex development projects.	Rebuilding http://www.civitalogue.com , a website for the preservation of a crumbling hill town in Italy. I converted their website from tables to CSS, then to PHP and added a MySQL database to catalog reclaimed artifacts, historic documents, wine and olive oil vintages.
• Create, deploy and evaluate eBlast communications, including email creation, design and deployment	Use aWeber autoresponder to generate signup and newsletters for four magazine-style websites
Create and maintain inventory for web stores utilizing 3rd party ecommerce vendor web software and basic HTML.	not sure here...
Stay current in web, content, usability, email, and ecommerce best practices.	**NEED SPECIFIC EXAMPLE OF SELF-TEACHING UNDER PRESSURE**
Working Conditions:	
Primarily office environment.	**NEGOTIATE AFTER OFFERED JOB**
Ability to sit at desk for extended period of time.	**NEGOTIATE AFTER OFFERED JOB**
Qualifications:	
Undergraduate degree or AA in Web design and production preferred.	Certificate in Web Design, Bachelor's degree in Architecture
• 3 + years experience in a professional work setting, preferably in a web maintenance and/or content management role.	YOU ARE ANSWERING THIS WITH MENTION OF STARBUCKS, NBBJ, ETC
• Understanding of the principles of website development, information architecture, and database queries.	Create wireframes for site designs using illustrator. Commended for highly detailed fow charts doucmenting site architecture
• Basic HTML skills, basic Microsoft Access aptitude and familiarity with image production software (Adobe, Creative Suite Products).	10+ years of Adobe products use, and Microsoft Access. Experience coding HTML by hand
• Knowledge of dynamic web languages (Cold Fusion, ASPX, Javascript, .NET, AJAX) helpful	Employ javascripts in all my websites, for display, gallery and information generation.
• Good eye for design preferred.	Background in art photography and architecture serve me well in design
• Strong attention to detail, superb organizational skills and a passion for getting it right the first time	Highly organized and process-oriented, defining end product and milestones, programming timelines and critical paths to completion. Diligent with documentation.
Good logic and analytical skills/Able to work independently.	Initiated comparative study of Starbucks'retail shop timelines with project groups nation-wide to reduce timeline. Found common point of for project slowdowns, developed and delivered training to remove obstacle. Removed 2 weeks from total time needed to open new retail shops.
• Highly effective interpersonal skills including the ability to communicate with multiple stakeholders in internal groups across the company, as well as external vendors.	Linchpin for architects, translating sketches to computer- generated, buidable schematics for engineers, permit offices and primary stakeholders
Understanding of Web Usability concepts.	Dedicated to the use of web standards for accessibility and cross-browser compatibility. GIRL SCOUTING!