

## OBJECTIVE STATEMENT

Attain an internship position in graphic Web Design to further my understanding of the industry as a whole

## SKILLS

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- Adobe Master Collection CS4 Suite: Dreamweaver, Flash , Illustrator, In-Design, Photoshop, and Premiere Pro
- Windows Applications: Windows XP/Vista, Office 2007, Office Project 2007, Visual Web Developer 2008
- Languages: HTML, CSS, JavaScript, ASP, PHP, SQL
- Effective interpersonal and communication skills, customer service oriented, good organizational skills
- Small-group and team leadership abilities

## EDUCATION

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**Westwood College Online Campus**, Westminster, CO  
*Bachelor of Science in Web Design and Multimedia, May 2009*

## ACCOMPLISHMENTS

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- Magna Cum Laude graduate
- President's List and Dean's List recipient
- Awarded Alpha Beta Kappa recognition
- 3.80 Cumulative GPA

## FREELANCE EXPERIENCE

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**Firestarter Films**, Milwaukee, Wisconsin May 2009 - Present  
<http://firestarterfilms.com>

*Web Designer* - <http://vsrcreations.com/>

- Responsible for the design and development of client website from conceptualization stage to its implementation.
- Present designs and concepts to Client for review.
- Develop page layout, navigation, copy, buttons, and icons.
- Responsible for web hosting and the installation of e-mail and forms.
- Responsible for site maintenance and updates.

## EXPERIENCE

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**Wal-Mart** Menomonee Falls, Wisconsin September 2000 - January 2008  
*Sales Associate / Manager - Departmental*

- Advised customers on features of various cameras, computers, televisions, and stereos
- Assisted customers with exchanges and claims against service warranties
- Responsible for the direction and management of lawn and garden center.
- Provided training and ongoing support to associates. Supervised a staff of 16 associates

**Great Lakes Adjusters** Milwaukee, Wisconsin August 1998 - August 2000  
*Service Technician*

- Assisted customers with billing issues and collected deductibles
- Generated and submitted itemized billings for insurance companies

**Custom Craft Vehicles** Milwaukee, Wisconsin May 1993 - August 1998  
*Manager - Production*

- Responsible for the direction and management of production flow assisting in needed areas, including installation, support, decision-making, and troubleshooting. Supervised a staff of 20 individuals on the production line
- Provided training and ongoing support to production employees respective to their workstations.
- Designed, prototyped, and tested conversion van electrical systems
- Designed conversion van operation manuals, including photo shoots for design and illustrations of electrical systems schematics and miscellaneous conversion operations