



Qualifications

- Experienced with both print and web design
- Analytical thinker with good troubleshooting abilities
- Excellent customer service skills
- Ability to perform under tight deadlines within the confines of a limited budget
- Enthusiastic team player known for creativity, flexibility and sense of humor

Software and Technology: Dreamweaver, Photoshop, Illustrator, InDesign, Quark Express, Pagemaker, Microsoft Office, HTML, CSS and basic JavaScript

Experience

Graphic/Web Design Specialist

July, 2003 - August, 2011

Trip Mate, Inc. www.tripmate.com

- Developed and provided ongoing maintenance for web pages and printed insurance brochures for more than 300 travel insurance plans.
- Designed and produced advertising materials as well as web content to insure accuracy and compliance with carrier approved language.
- Trained and provided ongoing assistance to both team members and superiors in the use of desktop publishing, graphics and web development software programs.
- Produced and optimized graphics for print and web use.
- Performed cross-platform testing and troubleshooting.
- Participated in the initial re-design and development of the corporate web site.

Web Development Coordinator

June, 2001 – January, 2003

Johnson County Park & Recreation District www.jcprd.com

- Participated in a complete redesign of the site in order to add functionality and enhance usability.
- Consulted with the manager of each department to analyze and determine their needs and communicated those needs to the web developer.
- Established reasonable project management procedures and timeframes.
- Worked closely with students at JCCC to develop an intranet site. Monitored the progress of students, provided information for the site and participated in the presentation of the completed project.
- Upon completion, use of the web site by citizens for program registrations, information requests and feedback increased dramatically, program registrations increased by 14% and there were an average of 2 interactive transactions per hour on the site.

Education

Associate of Applied Science Degree in Communication Design

Johnson County Community College, Overland Park, KS

Advanced Certificate in Computer Interactive Media

Johnson County Community College, Overland Park, KS

Several continuing education courses in computer software

Affiliations

Member, National Association of Photoshop Professionals

Member, KCWebCore, KCDesignCore and KCVideoCore