

WORK EXPERIENCE

WEB DEVELOPER, University of Chicago Alumni Relations and Development
Chicago, IL

November 2010 - present

- Develop email correspondence for alumni news and events
- Create and maintain micro-sites within the Universities core website
- Maintain and update core alumni website

INTERACTIVE / GRAPHIC DESIGNER, Freelance

Chicago, IL

February 2009 - present

- Business Contract Solutions, Chicago, IL: website redesign
- Mindful Mothers, San Luis Obispo, CA: logo development and marketing collateral
- Chief Lighting Solutions, St. Louis, MO: logo development and website
- Intrinsic Landscaping, Glenview, IL: website redesign, marketing and tradeshow collateral
- People's Music School, Chicago, IL: website redesign, site and email template development

ACCOUNT COORDINATOR, Moving Station, LLC

Chicago, IL

April 2006 - June 2008

- Built and maintained customer relationships on a daily basis
- Helped oversee regular reporting functions with several different clients
- Member of company interview and training team during a time of rapid growth
- Designed and implemented a computer literacy assessment to strengthen the hiring process

ASSISTANT CURATOR/INTERN, Otherwise Gallery

Lansing, MI

January - June 2004

- Managed gallery during business hours and answered questions regarding current exhibits
- Created promotional pieces for benefits and upcoming events
- Organized and updated gallery mailing lists
- Brainstormed and executed ways to strengthen the gallery through marketing and events

EDUCATION

ILLINOIS INSTITUTE OF ART, B.A. Interactive Media and Web Design
Chicago, IL

June 2008 - September 2010

MICHIGAN STATE UNIVERSITY, B.A. Advertising
East Lansing, MI

August 2001-August 2005

COMPUTER SKILLS

Proficient in Adobe Creative Suite, Microsoft Office, Project Management Software, HTML, CSS
Knowledge of PHP, ActionScript, JavaScript, jQuery, XML, Wordpress, Movable Type, AfterEffects

ORGANIZATIONS

AIGA Chicago, attend lectures and events pertaining to design
IxDA Chicago, attend lectures pertaining to interactive media and design
The People's Music School, created redesign of website, serve on Marketing & Events committee