



OBJECTIVE

To obtain a position that allows me to utilize my skills as a Designer for web and print.

Application Knowledge: DreamWeaver, Macromedia Flash, CSS, CMS, MS Pro Office Suite, PaintShop Pro, PhotoShop, PageMaker, InDesign, MS SQL, Snagit, and solid understanding of Video Editing programs including Adobe Premiere.

Industry Related: Nonprofit, Municipal, Higher Education and eCommerce

**WORK
EXPERIENCE**

- Built an ongoing successful relationship with accounting, technology and production departments in the role of creative lead
- Successfully managed multiple projects and met aggressive deadlines
- Developed and implemented brand guidelines and visual systems for organizations and programs
- Created concept, look & feel and executed promotional campaigns for top brands and institutions
- Developed websites step-by-step: concept definition to final product delivery
- Created banner campaigns, newsletters, and other online pieces
- Developed presentations and other non-web related interactive components
- Created book collections, covers, brochures and other collateral pieces.
- Directed photo and video shoots
- Developed materials for market research
- Researched, tested and implemented new technologies
- Provided audio visual services and training for faculty, staff and students
- Managed inventory of A/V equipment
- Investigated possible funding resources for equipment replacement
- Provided nonprofit research for Director's and Coordinator
- Provided financial support
- Managed Technology staff, Work Study and graduate student
- Performed administrative duties including answering phones, greeting clinics, reconciling budgets, billing maintenance, and fulfilling basic typing needs

**WORK
HISTORY**

2009 - Website Manager/Program Assistant
Denver's Old House Society Denver, CO

2008 - Free-lance Web/Print Designer and Site Manager Denver, CO

2002 - 2008 Educational Media Coordinator and Web Tech Manager
University of Iowa- Larned A. Waterman Iowa Nonprofit Resource Center Iowa City, Iowa

1999 - 2002 A/V Specialist Assistant Manager
University of Iowa- College of Law Iowa City, Iowa

1988 – 1998 Computer Graphics Specialist
City of Iowa City- Cable TV Iowa City, Iowa

1981 – 1987 Projectionist/Treasurer
Open Cities Film Society Davenport, Iowa

EDUCATION

1988 – 1992 Communications Studies
University of Iowa Iowa City, Iowa

1981 – 1982 Film and Broadcasting
Blackhawk Community College Moline, Illinois

Additional Training HTML, Javascript, CSS, CMS, Flash and DreamWeaver Training



REFERENCES

Willard L. "Sandy" Boyd

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