

Web Designer / Coordinator

Excel at communicating and understanding specific customer needs and desires. Currently focused on enhancing the way people use the web and constantly seek to improve the overall web experience using innovative programming and graphical interface techniques.

Experience

Web Coordinator / Designer

November 2007 to Present

The Cathedral Foundation, Baltimore, MD

Assist with the growth and development of web services

- Design and maintain websites; review designs to improve consistency, quality, and efficiency
- Gather content (text, audio and video) for assigned websites
- Communicate with clients for web design projects and answer inquiries regarding new websites
- Manage projects from concept to completion

Web / Graphic Design

January 2006 to Present

Freelance, Baltimore, MD

Design commercial websites, marketing material, customized business card graphics and designs

- Develop survey style sheets to support capture of clients needs and business requirements
- Execute a formal project design brief for customers and continually gather information and data from customer to minimize re-work of design issues
- Execute project management controls to ensure jobs meet cost, schedule, and client expectations

Software Configuration Specialist

November 2006 to August 2007

Arrowhead Electronic Healthcare, Austin, TX and Baltimore, MD

Created documents and designs for development of new electronic patient diaries

- Managed corporate website per direction from Sales and Marketing
- General administrative duties in support of software development activities, including research, maintenance, building demos, managing translations and special projects
- Executed formal project design briefs for customers and continually gathered information and data from customer to minimize re-work of designs

Marine Corps

Marine Corps Graduate, Paris Island, SC

October 1998 to October 2003

Education

Master Certification in Digital Graphics, Digital Multimedia, Digital Video, and 3D Animation

The Computer Career Institute, Johns Hopkins University, Columbia, MD

December 2005

Applications

- Microsoft Office Applications
- Adobe Products: Photoshop CS-CS4, Illustrator CS-CS3, InDesign CS-CS3, Premier Pro 1.5/CS3, After Effects 6.5, Fireworks
- Macromedia Products: Dreamweaver MX 2004 / CS4, Flash MX 2004 / CS3
- HTML, CSS, QuickTime, Action Scripting, Intro to C++
- Discrete 3D Studio Max