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Skills & Software

Adobe Creative Suite-Photoshop, Illustrator, InDesign, Dreamweaver

HTML5, CSS3, JavaScript, PHP, MySQL

Typography and Layout

Logo Design

Education

Aims Community College-Greeley, CO

Web Design and Development, AAS

- Graphic Applications and Visual Basic Programming certificates
- Phi Theta Kappa Honor Society, President's List

Wabash College-Crawfordsville, IN

Economics, AB

• Suma Cum Laude, Phi Beta Kappa Society

Employment

Aims Community College-Greeley, CO

Internship 2011

- Updated web pages according to new website design using Adobe Dreamweaver
- Created web form for academic interest questionnaire
- Modernized existing web forms for usability and accessibility standards
- Maintained time logs and journal to document internship progress
- Demonstrated active communication with supervisor

Upstate Colorado Economic Development-Greeley, CO

Internship 2011

- Completely redesigned organization website
- Researched client's functions and activities so as to effectively design website
- Communicated regularly with client from design through development
- Collaborated with fellow student intern
- Investigated solutions to solve problems throughout project

Ground Engineering Consultants-Loveland, CO

Field Technician 2008–2011

- Inspected and field tested construction projects including concrete, soil compaction, asphalt placement, and masonry
- Worked independently, accurately documented activities, demonstrated time management, and responsibly used and maintained expensive company equipment
- Interacted directly with clients and represented interests of employer
- Trained new employees and acted as proxy for certification exams

Japan Exchange and Teaching (JET) Programme— Kumamoto, Japan

Assistant Language Teacher 2003-2007

- Team-taught in public elementary and junior high school classrooms, emphasizing English language and grassroots cultural exchange
- Demonstrated flexibility to tailor classes for diverse circumstances, ability to anticipate unannounced requests, and organization due to multiple-school rotation
- Designed custom flashcards and other resources for class instruction
- Quickly adapted to unfamiliar work environment and learned new teaching techniques through self-directed study and observation