

Professional Skills

- Thorough understanding of current Web standards and best practices
- Expert knowledge of industry tools and technologies
- Solid understanding of accessibility techniques and standards
- Expertise in variability browser support (Opera, Mozilla, IE, Safari) and cross-platform compatibility
- Experience building e-commerce and b2b Web sites
- Able to quickly understand and analyze complex structures
- Intuitive and creative project manager
- Fluent in written and spoken French
- Clear, concise communicator
- 5+ years Experience writing and editing content

Technical Proficiency

Software:

Adobe Illustrator, Photoshop, Acrobat, GoLive; Macromedia Dreamweaver, Fireworks, Flash

Programming:

HTML, JavaScript, CSS

Operating Systems:

Mac, PC, Unix (Linux, Solaris)

WORK HISTORY

IP&R

10/06 – to present – San Francisco, CA

Web Designer & Developer

Currently updating satellite web sites for parent company. Revisions include upgrading code and content for search engine optimization, converting formatting from html formatting and tables to external, CSS formatting, implementing a text navigation to replace image maps, moving JavaScript to external documents, creating new assets to accommodate revisions and generally reducing code bloat.

Sites include:

[Inventors Publishing & Research
Science + Technology LLC](#)

[absolutelyNEW
amazinginnovations](#)

[Patent Attorney Network](#)

Web Developer

Freelance Graphic Design & Web Development

9/00 to present - San Francisco, CA

Overview:

Designed and implemented a wide variety of sites, including b2b designs and e-commerce sites. Used technical skills and branding savvy to design sites, which communicate appropriately to the client's target market. Focus on clean, straightforward interface, usability and accessibility. Experience with ASP and PHP implementations. Use industry standard tools: Dreamweaver, Flash, Fireworks, Photoshop and Illustrator; hand coding HTML, JavaScript and CSS.

Clients:

[Heaven & Earth Acupuncture
MJ Everson Financial](#)

[Anastasia Keriotis Fine Arts
Wiseconnect.com](#)

[Hurricane Kate's Restaurant
KiraCom Corporation](#)

The Boston Consulting Group

3/04 – 10/06; San Francisco, CA

Graphics & Production Specialist

Collaborate with case teams to develop graphics, diagrams and illustrations for client presentations and proposals. Design and develop intranet pages, e-mail newsletters and animations for 15+ practice areas. Responsibilities include asset optimization, photo manipulation, logo development and template set-up.

GE Real Estate

8/02 to 8/03 - San Francisco, CA

Production

Worked with Commercial Real estate group to develop and produce broker, client and internal committee proposals. Created templates and standardized presentations for ease of use and consistency. Designed and produced e-mail and print marketing materials for proposals, presentations and corporate events.

KiraCom Corporation

7/99 - 11/00; San Francisco

Production Coordinator

Key collaborator for web-based marketing tools. Managed delivery of ads and surveys to 1,000+ active users. Created page mock-ups for new site designs and client advertisements. Worked closely with marketing team to develop product brand. Wrote and edited site content. Created graphic and content specification guidelines for online advertisements. Managed integration and testing of site content upgrades.

Web UI and Functional Tester

Performed ad-hoc testing, independently and at the request of engineers. Worked with engineers, marketing, and production teams to verify site UI appearance and function. Revised functional spec documentation. Delegated content and functionality test assignments. Reorganized, consolidated and managed the bug database until a test lead was hired. After 3 months, was promoted to Production Coordinator.

Yerba Buena Center for the Arts

2/98 to 4/99 - San Francisco, CA

Event Coordinator

Coordinated and managed film and photo shoots. Provided staffing, equipment and event planning resources to Corporate and Community clients. Facilitated contracts and agreements for event planners and key clients. Generated event cost estimates, including breakdowns of venue, payrolls, and equipment rental charges.

The Learning Skills Center at UC Davis

9/93 to 6/97; Davis, CA

Writing Center Specialist

Created English language curriculum for ESL and learning disabled students. Instruction concentrated on improving comprehension, vocabulary and grammar.

EDUCATION**University of California, Davis**

9/92 to 6/97 - Davis, CA

Bachelor of Arts

Comparative Literature & French

Université de Bordeaux III

9/95 to 6/96 - Bordeaux, France

Education Abroad Program,

Advanced language immersion

Learn iT

11/99 to 2/00 - San Francisco, CA

Courses: HTML I, II, III, JavaScript, Photoshop, Illustrator, Flash