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Literary/Programming Portfolio: <http://www.worldofdreamers.com/>

Education

- Graduated from California State University, Chico with a BA in English *cum laude* and with honors in the major and honors in general education. Minor in creative writing.

Professional

- Product management for large-scale publication projects.
- Catalog Editor and Web Master of the Class Schedule for California State University, Chico.
- Self-directed learning of CSS Web design to improve services for a user base of thousands, and to update terrifying and truly ancient code.
- Self-directed learning of PHP Web design with MySQL database interactions.
- Spent over one hundred self-directed hours consuming training materials for Adobe InDesign in preparation for new job, leading to five years of creative professional experience with the Adobe suite.
- Responsible for converting the CSU, Chico University Catalog from Ventura 8 to Adobe InDesign.
- Experienced with the layout, design, and editing of large publications.
- Management of the University academic calendar, which requires a powerful stomach for details and the ability to (successfully) communicate with *everyone*.
- Experienced teaching writing skills to college freshmen.

Personal

- Fluent in written, spoken, and shouted English.
- Avid student of communication, persuasion, and storytelling. Years of focused experience in composition, character development, and literary experimentation.
- My spare time is spent reading, writing, and listening. In his spare time, Edison worked on light bulbs. Einstein fleshed out the theory of relativity on his coffee breaks. What will I do? Sky's the limit.

Past Experience

Graphic Design Specialist II / Publications Coordinator at CSU, Chico from June '06 to Present

- As the product manager and editor of the University catalog I build relationships with printers, vendors, and University committees. I create a product that delivers the image and message of the University as set by the President, and I keep everything aligned with the current political and financial realities.
- I work with fifty different academic departments, deans, and staff operations to maintain the University catalog content. I also coordinate the vendors, the Associated Students, and the budget.
- My responsibilities have grown to include management of high profile Web sites, including redesigns and self-directed technical learning. I've also produced technical guides to ease the high-turnover my office has experienced.

Teaching Fellowship—CSU, Chico from August '06 to December '07

- While the coordinator of Academic Publications, I received a grant to work with Professor Andrew Flescher on the general education course "What is Religion?" I assisted with the lecturing and content of the 100+ student class for three semesters. I focused on writing proficiency, provided office hours, and graded the essays and exams.

Student employee—APO Services & APO Catalog Editor at CSU, Chico from May '03 to June '06

- I worked my way through college and did such a good job, they hired me on graduation and gave me the title of Graphic Design Specialist II. From June '06 on I've been full-time staff.