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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* (3.798 GPA) and with honors in the major and honors in general education. Minor in creative writing.

Professional

- Product manager for a publication with a 2-year budget of \$150,000 and print-runs of 13,000 copies.
- Catalog Editor and Web Master of the Class Schedule for California State University, Chico, a Web site that receives 1.6 million page views a year and 200,000 annual absolute unique visitors.
- Self-directed learning of Google Analytics tools, CSS Web design, and JavaScript to improve services for a user base of 200,000+, and to update terrifying and truly ancient code.
- Responsible, as a temporary emergency hire, for converting the University Catalog from Ventura 8 to Adobe InDesign in 6 months to meet a print deadline for 15,000 copies on a \$160,000 account.
- Spent over 100 self-directed hours consuming training materials for Adobe InDesign in preparation for new job, leading to 5 years of creative professional experience with the Adobe suite.
- Management of the University academic calendar, which requires a powerful stomach for details and the ability to communicate with *everyone*.
- Self-directed learning of PHP Web design with MySQL database interactions.
- 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

- I work with 50 academic departments, deans, and staff operations to maintain the University catalog content, a publication of over 13,000 copies. I also coordinate the vendors, the Associated Students, and the \$150,000+ budget.
- My responsibilities have grown to include management of high profile Web sites that receive 1.6 million annual page views, including redesigns and self-directed technical learning. I've also produced technical guides to ease the high turnover experienced by my office.

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

- While coordinating Academic Publications, I received a grant to work with Professor Andrew Flescher on the 100+ student general education course "What is Religion?" For 3 semesters I taught writing proficiency, provided office hours, graded essays and exams, and assisted with course content.

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.