

Olivia S.

San Francisco, CA 94103

OBJECTIVE

Seeking web designer/developer work.

EDUCATION

California Institute of Integral Studies, San Francisco, CA

- Master of Arts in Counseling Psychology. Expected Spring 2016. GPA 3.9

University of California, San Diego, CA

- Java Programming, a semester course through UCSD's Extension program. Winter 2007 Grade: A.

Harvard University, Cambridge, MA

- Practical Perl, a full semester, web-oriented programming course on Perl at Harvard's Extension School. Winter 2003 Grade: A.

Principia College, Elsau, IL

- Bachelor of Science in Computer Science with Scholastic Honors, June, 2000 GPA: 3.6 Additional focus on English.

EMPLOYMENT

FREELANCE/CONTRACT WEB DESIGNER/DEVELOPER AND GRAPHIC DESIGNER; *May 2004 to present*

- Design and build websites for clients from scratch as well as maintain/update existing sites using HTML, XHTML, Photoshop, CSS, JavaScript, and PHP. Design posters, business cards, flyers and web graphics using Illustrator.

WEB CONTENT EMAIL LEAD; **ProvideCommerce, San Diego, CA**; *Jan 2008 to June 2011*

- Managed email retention campaign process, designed and developed HTML email templates, Flash ads, optimized workflow, and established coding and testing standards. Designed and implemented automation and scalable solutions across online marketing channels. ProFlowers.com, RedEnvelope.com, PersonalCreations.com, SharisBerries.com

WEB DESIGNER, **Intuit, San Diego, CA**; *Sept. 2006 to Oct. 2007*

- Designed, implemented, and maintained various Intuit web properties using Photoshop and common web languages. Accountant.Intuit.com, QBSBDC.com, QBProadvisor.com

ONLINE PRODUCTION MANAGER, **The Christian Science Monitor, Boston, MA**; *August 2001 to June 2005*

- Oversaw daily production of online content, scheduled and managed small editorial and production staff, and interfaced with technical staff and print layout department. Trained new employees, established documentation, played key role in developing new systems, workflows and site redesigns, and made hiring decisions. CSMonitor.com

WEB DESIGNER/DEVELOPER, **Web Outreach, The Principia, St. Louis, MO**; *June 2000 to July 2001*

- Designed layout, developed functionality, created and edited content, and maintained award-winning web site. Trained departments to update their own content. Principia.edu

COMPUTER SKILLS

- Languages: HTML, XHTML, XML, CSS, C++, C#, Java, JavaScript, JQuery, Perl, PHP, SQL, and ActionScript.
- Operating systems: Fluent in Windows and Macintosh, proficient in UNIX, Linux, and DOS.
- Applications: Flash, PhotoShop, Fireworks, Illustrator, Access; BBEdit, Dreamweaver, Visual Studio; QuarkCopyDesk/XPress.

HONORS, ACTIVITIES, INTERESTS

TEACHER ASSISTANT and LEVEL I CERTIFICATION at Luminous Body Integral School of Energy Medicine, Santa Cruz, CA; 2010 to present.

EARNED FULL TUITION SCHOLARSHIP Undergraduate college tuition for four years based on SAT scores and cumulative GPA.

WEDDING PLANNER 2010 to 2014. Organize, coordinate, and supervise successful wedding events.

DANCE INSTRUCTOR 2002 to 2012. Teach group classes, private lessons, and workshops. Perform throughout U.S.

LEAD CAMP ORGANIZER and PRODUCTION CREW for Nexicon Portal art installation, Burning Man, 2011-2013.

VOLUNTEER Rancho Coastal Humane Society, Encinitas, CA, 2012-2013; Helen Woodward Animal Center, Rancho Santa Fe, CA, 2012-2013; Fenway Community Health, Boston, MA, 2005; Oasis Women's Shelter for battered women, Alton, IL, 1997.

FOURTH PLACE, PROGRAMMING COMPETITION 1997 ACM Scholastic Programming Competition: Fourth place out of twelve teams at site.

TRAVEL Aruba, Barbados, Belize, England, France, Germany, Guatemala, Italy, Mexico, Scotland, Switzerland.

INTERESTS Psychology, subtle energy medicine, dance, qi gong, art fabrication, welding, gardening, permaculture, cooking, raising my Shiba Inu, SCUBA diving.