

- Create and maintain websites for clients as a freelance web designer
- Create graphics and conceptualize ideas for web and technology projects
- Produced online graphics for a national magazine for girls
- Re-skinned intranet as an intern under web design team
- Created multiple websites for term projects in various college classes
- Proficient with Dreamweaver, Flash, Photoshop, Illustrator, InDesign, HTML, CSS, and the Internet

Education: **Digital Media Certificate Program, July 2005 - October 2006**
Computer Career Institute at Johns Hopkins University, Columbia, Maryland
Digital Graphic Design, portfolio completed March 2006
Digital Multimedia & Web Design, completed October 2006

B.S. in Media and Information Technology, May 2005
University of Scranton, Scranton, Pennsylvania
Minors: E-commerce and Computer Information Systems
GPA: 3.82, Magna cum Laude

Courses:

Graphics	Database Management Systems for E-business
Web Development	E-Commerce
Writing the Web	Internet Applications Development

Industry Experience:

Desktop Publisher/Special Initiatives, July 2007 - Current
CR Dynamics (contractor for the Social Security Administration, Baltimore, MD)

- Create ideas and designs for graphical elements
- Perform research for various web based concepts
- Participate in special web and technology based initiatives
- Design and update content slides for informational TV project
- Schedule and maintain shows for informational TV project

Freelance Web Designer, February 2008 - Current

- Conceptualize and design websites based on client's goals
- Ongoing support of updates for each site
- Respond quickly to clients' needs for updates and additions to their sites

Web Intern, February 2007 - June 2007
Girl's Life Magazine, Baltimore, MD

- Produce graphics for website
- Conduct research to determine web content solutions
- Coordinate with supervisor to identify ideas for website and newsletter

Web Design Intern, May 2004 - August 2004

Delmarva Foundation for Medical Care, Easton, MD

- Re-skinned company's intranet
- Designed content layout of pages
- Worked with mentors on design standards and guidelines

Experience:

Waitress, June 2005 - Current

Outback Steakhouse, Annapolis, MD

- Server – trained and tested to uphold Outback's quality standards
- Headwait Server – promoted December 2005, reconciliation of restaurant's nightly revenue (13- 25K), ensure cash deposited
- Trainer – responsible for the training of new servers, May 2006
- Classroom Trainer – lead classroom training for new employees, September 2006 - June 2007

Computer Skills:

- Adobe Dreamweaver CS3
- HTML
- CSS
- Adobe Photoshop CS3
- Adobe Flash CS3
- Adobe Illustrator CS3
- Adobe InDesign CS3
- Microsoft Office

Honors/Awards:

- Individual Key Award for creative, careful, and accurate work on the "Digital Signage" slide show, Social Security Administration, February 2008
- Team Key Award for the "Digital Signage" project, Social Security Administration, February 2008
- Employee of the Year, Outback Steakhouse, 2006
- Employee of the Month, Outback Steakhouse, November 2005
- Excellence in Media Information Technology Award Recipient, 2005
- Lambda Pi Eta (Communications Honor Society), 2005
- Omega Beta Sigma (Women's Business Honor Society), 2005

Activities/Community Service:

- Outback community events volunteer
- Maryland District Six Softball Web site
- Festival of Trees volunteer
- Hospice volunteer
- Breast cancer walk participant

Online Portfolio: <http://www.ashleytanis.com>