



SKILLS

- Adobe Dreamweaver, SharePoint 2010 Designer, Adobe Business Catalyst, Adobe Muse, HTML, CSS, XML, JavaScript, jQuery, Responsive Design
- Branding & Corporate Identity Standards
- End User Training and Support
- Project Management
- Video Editing & Adobe After Effects
- Adobe Creative Cloud
- Adobe Lightroom & Photoshop
- Adobe InDesign & Illustrator
- Microsoft PowerPoint
- Social Media Marketing

WORK EXPERIENCE

Stafford Auto Tech 01/2018-09/2019

Shop Manager/ Vehicle State Inspector

- Welcomed new and returning customers, determine customer needs
- Worked with auto part vendors & suppliers
- Managed and prioritize projects for mechanics
- Social Media marketing, acquire reviews, www.staffordautotech.com

Daikin North America 06/2014-09/2017

Web Content Developer

- Project lead for Single-Sign On implementation
- Developed page and module templates using Adobe Business Catalyst and Sitefinity
- Content development and management of product catalogs on www.daikinac.com and www.daikincomfort.com

EnSCO plc 05/2011-05/2014

Investor Relations & Corporate Communications Branding - Graphic Designer

- Webmaster for www.enscoplc.com
- Designed styles and user interface in line with brand standards for SharePoint 2010 upgrade
- Developed content for the main portal, business unit sites and collaborative sites
- Designed layouts for advertising, brochures, exhibit booths, and technical poster sessions

Pride International (Acquired by EnSCO plc) 09/2010-05/2011

Investor Relations - Multimedia Graphic Designer

- Lead the delivery and implementation of intranet redesign
- Conducted meetings to determine project scope, governance and active content assets
- Trained site administrators and end-user contributors
- Support and setup workflows and permissions
- Webmaster for www.prideinternational.com
- Coordinated photo shoots and video interviews

TGS-NOPEC Geophysical Company 09/2005-05/2010

Marketing - Multimedia Developer and Graphic Designer

- Web content development, banner ads, email marketing, and webcasts
- Edited video and created motion graphics for digital signage
- Designed brand materials for exhibits, conventions, client parties, and print ads
- Trained employees to use updated Microsoft PowerPoint templates