wendynewman

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Profile

An enthusiastic graphic and web designer, I've contributed significantly to successful and productive teams over the past 10+ years. I'm a conceptual thinker possessing high work ethic and standards, I'm quick to grasp new ideas and concepts, and I'm known for developing innovative and creative solutions to problems. I work well on my own initiative and demonstrate the high level of motivation required to meet–or beat–the tightest of deadlines.

Experience

Wellington Management–Boston, MA   *August 2013 – Present*
Web Production, Consultant
- Create/update website and microsites
- Create/update HTML emails/Salesforce Marketing Cloud templates
- Create/update Marketing Cloud emails/templates
- Migrate and maintain content to Drupal site
- Migrate and maintain content to WordPress site

Artfact–Allston, MA   *February 2012–March 2013*
Graphic Designer, Marketing
- Design/maintenance of HTML emails
- CSS formatting of client integrated bidding platform pages
- Layout/design of company datasheets, print ads, and website banners
- Layout/design website and microsites

Gartner–Boston, MA   *December 2009–February 2012*
Graphic Designer
- Layout/design of PowerPoint templates and presentations
- Layout/design of corporate print templates (reports and datasheets)

AMR Research–Boston, MA   *April 2007–December 2009*
Graphic Designer
- Website design/maintenance
- Design/maintenance of HTML emails
- Layout/design of brochures, invitations, posters, reports, and magazines
- Prepress and print vendor relations
- Podcast recording and publishing
- Layout/design of PowerPoint templates and presentations

Children's Hospital Boston–Boston, MA   *June 2000–March 2007*
Photographer/Graphic Designer
- Layout/design of posters, brochures, invitations, and annual reports
- Prepress and print vendor relations
- Design/maintenance of intranet website
- Digital photography manipulation, retouching, and output
- Public relations photography, portraiture, and patient photography

Computer Skills

Macintosh and PC proficient
- Adobe Suite (Dreamweaver, PhotoShop, Illustrator, InDesign, Acrobat Pro)
- HTML, DHTML, XHMTL, CSS, JavaScript, jQuery
- Microsoft Office (PowerPoint, Word, Outlook)
- Salesforce Marketing Cloud, CMS (WordPress, Drupal)

Education

The Art Institute of Pittsburgh Online Division–Pittsburgh, PA   *March 2008*
Bachelors of Science, Interactive Media Design

The New England Institute of Art–Brookline, MA   *April 2003*
Web Site Development Certificate

The Art Institute of Pittsburgh–Pittsburgh, PA   *September 1995*
Associates Degree, Photography