



## Objective

To secure a position where I can utilize my creative and technical talents.

## Summary of Qualifications

Experienced graphic designer, 24 years, and web designer, 12 years.

Associates degree in Visual Communications from the Art Institute of Pittsburgh

Certificates of Web Design and Digital Desktop Publishing from Indiana University

Ability to work both the technical side and creative side of projects. MAC and PC experience.

Additional background in photography and videography.

Proven team player/leader – Recently awarded the Barbara Boardman Tennant National Award from the Federally Employed Women's Organization for outstanding support and service while serving as their National Webmaster/IT Chairperson.

## Related Experience

Graphic Design - Prepare presentations and presentation material for various departments.

- ♦ Create logos, artwork, posters, flyers, handouts, web graphics, etc. for various clients and in-house projects.

Web Design - Layout web sites and create appropriate graphics

- ♦ Current member of the IT/Web team for the Federally Employed Women's Organization, webmaster for various other organizations.

Web Site Administration - Maintain web sites containing financial details, documents and reports.

- ♦ Generate reports, keep site updated with documents/modifications, maintain users / permissions, help all users with their issues concerning the web site

Customer Communication – Provide the best service I can to support my customers

- ♦ Meet with customers to find out their exact needs, offer suggestions on ways to make project better, meet deadlines

## Education

Uniontown Area High School, Uniontown, PA

Art institute of Pittsburgh, Pittsburgh, PA – Associates in Specialized Technology Degree, Majoring in Visual Communications

Web Design Certificate & Digital Design Desktop Publishing Certificate, Indiana University

Various other training classes: Word, Access, Power Point, FrameMaker, PageMaker, Flash, Dreamweaver, Photoshop, Illustrator, InDesign

## Work Experience

Web Technologist (Program Analyst)/ Graphic & Web Designer – SAIC, Bloomfield, IN 1998 – Current

Webmaster / Graphic Designer – Custom Computers & Networks, Bloomfield, IN

Graphic Designer – Copy Time/Osler Institute – Terre Haute, IN

Videographer / Legal Video Specialist – Sara Sergeant Court Reporting - Johnstown, PA

Graphic Designer – The Yuma Daily Sun Newspaper, Yuma, AZ

This is the short version, if you would like to see the long version of my resume please visit my web site: [www.lisasullivan.com](http://www.lisasullivan.com)