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**WORK EXPERIENCE**

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- 06/06 – **Roundtree Visuals** Emeryville, CA  
present *production coordinator*
- Assistant art program designer for new 600,000 square foot Kaiser Hospital in Antioch
  - Creation and management of presentations to Kaiser Capitol Projects Team
  - Monitoring project budget, artwork placement, local artists within the project
  - Contributing to interactive comic book and interactive health care environment creation
- 05/06 – **Emeryville Occupational Medical Center (EOMC)** Emeryville, CA  
3/07 *it manager, special technical projects manager*
- Maintaining, troubleshooting, and educating within a 22 computer network
  - Organizing expansion to remotely accessed central database supporting 3 clinics
  - Software improvement and development for our proprietary medical software including coordination with India in the design of a web-portal database access
- 11/05 – **Urban VOICE** Emeryville, CA  
present *documentary film production*
- Producer, grant-writer, and director for production phase of feature length documentary
  - Script co-writer, first draft editor, post-production advisor for 70 minute documentary
- 9/04 – **Academy of Art University** San Francisco, CA  
12/05 *telecine assistant*
- Transferred student 16mm and 35mm films to tape on FDL-90 Telecine with Da Vinci Renaissance 8:8:8 Color Corrector
  - Efficiently scheduled lab time to provide expedient turnaround of transfers
  - Adhered to a maintenance schedule and assisted in assessing system failure

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**EDUCATION**

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- 2000 – **Northwestern University** Evanston, IL  
2004 B. S. in Communications, emphasis Radio/Television/Film
- Certificate in Art and Technology
  - National Merit Scholar Finalist
- Cumulative GPA **3.634** / 4.0

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**TECHNICAL SKILLS**

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Proficient with both Macintosh and PC platforms. Confident in adopting new technologies.

- Web Design:** Dreamweaver MX ♦ HTML ♦ basic database ♦ Java scripting ♦ FTP  
**Graphic Design:** Photoshop CS2 ♦ Flash MX ♦ Director ♦ Illustrator CS2 ♦ inDesign CS2  
**Video Editing :** Final Cut Pro 7.0 ♦ AVID Composer ♦ Adobe Premier  
**Audio Production:** Pro Tools LE 7.1 ♦ Logic Pro 7 ♦ Digital Performer 3.0 ♦ Soundtrack  
**Film Post Production:** After Effects 7.0 ♦ DVD Studio Pro 4 ♦ Media Cleaner ♦ Sonic ReelDVD  
**Operational:** Sound Recording, Mixing ♦ Film, Video, Still Camera Operation ♦ Lighting  
**General Computing:** Word ♦ Excel ♦ PowerPoint ♦ File Maker Pro ♦ Adobe Acrobat Professional  
**Languages:** Proficient Spanish ♦ Basic German  
**Other:** Eagle Scout ♦ Musician ♦ Alternative Spring Break (Site Leader, Special Events , Class Participant) ♦ Peace Project ♦ Theater ♦ Radio DJ ♦ Claymation

*Dignidad, Trabajo, Cambio Social - Dignity, Work, Social Change*