



S. T. SIHLEHALLAH ✓ DESIGN@DEMONSANDDARLINGS.COM

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Goal-oriented, client-focused, and marketing conscious website developer and graphic designer seeking challenges and growth with contract projects or as part of a team.

✓ **PORTFOLIO** [HTTP://WWW.DEMONSANDDARLINGS.COM/DESIGNS/](http://www.demonsanddarlings.com/designs/) ✓

CHARACTER

Experienced in fast-paced, deadline-sensitive environments demanding above average time management, organizational, technical, budgeting, and interpersonal skills.

- ✓ Detail-oriented, resourceful, and adaptable problem-solver with aptitude for resolving "unusual" situations.
- ✓ Advanced capacity to learn new skills and procedures, and train others.
- ✓ Natural leadership ability consistently results in acceleration to management roles; effectively manage people and projects.
- ✓ Trustworthy, conscientious, ethical, discreet, and dedicated to company and client.

TECHNICAL PROFICIENCY

Asset development experience in digital design for print and web, logos, digital animation and video, and full-scale website and user experience.

- ✓ **Development:** Dreamweaver, Flash, XHTML and CSS; some ActionScript, ASP.NET (VB.NET & C#), Javascript, PHP, Joomla! CMS
- ✓ **Media:** Autodesk 3ds Max, InDesign, Illustrator, Pagemaker, Photoshop, Powerpoint; audio editing, and video editing and animation
- ✓ **Database:** Access, Lotus Notes/Domino, Paradox, Raiser's Edge; some SQL and mySQL
- ✓ **Documents:** Acrobat, Microsoft Office, WordPerfect Office
- ✓ **Hardware/Support:** Install, maintain, diagnose, repair and train on desktop, network, and security computer software and hardware; programming experience; PC specialist, MAC experience.

PERTINENT EXPERIENCE

- ✓ 2010 - Present: Text Broker – Registered Freelance Writer and Proofreader
- ✓ 2009 - Present: Iron Shields - Website Developer, Copy Editor, Marketing & Creative Consultant
- ✓ 2005 - Present: Self-employed Graphic Designer, Website Developer, and Marketing Project Manager
- ✓ 2003 - 2010: Demons and Darlings - Owner (event production, accountancy, website, and graphics)

FOUNDATION

- ✓ **Information Systems Manager:** Installed and supported 50+ system LAN and WAN.
- ✓ **Administrative Manager:** Extensive business administration and office management.
- ✓ **Advertising:** Internet media design and implementation; print media layout, design and production; market research; information dissemination.
- ✓ **Accountancy:** Strong background in budgeting, analysis, and bookkeeping.
- ✓ **Customer Service:** Substantial skill acquired through employee and volunteer supervision, training of staff, vendor negotiations, event production, sales, and complaint mediation.
- ✓ **Volunteer:** Lambda Legal educational and fund raising events; Chicago Horror Film Festival Board member and event production; Gothic Council of Chicago Treasurer; Minnesota AIDS Project HIV/AIDS educator, fund raising event coordinator, MN AIDS WALK accounting team.

RELEVANT EDUCATION

- ✓ **Bachelor of Science Web Development:** International Academy of Design & Technology, **GPA 4.0**; expected graduation 12/2012. *Honors:* Academic Dept. Chair Scholarship; President's Scholarship; Academic Honors Club; President's List; Web Design Club. *Member:* Golden Key Honour Society.
- ✓ **Web Design Certificate:** Truman College, Completed July, 2009.
- ✓ **Independent and Prior Learning:** Spanish language; American sign language; Business Administration and Accounting; Computer Programming; Network Administration.