

EDUCATION:

TEFL International; Barcelona Spain, May – June 2009
TESOL Certification, Teaching Business English Extension Course Certification, Teaching Young Learners Extension Course Certification
Four week, 120 – hour, intensive course with 6 hours teaching practice on groups of different ability, age range 17 – 80, including some one on one teaching. End of course grammar and phonetics examination.

Columbia College, Chicago, IL
Bachelor of Arts, May 2004: Major: Interactive Multimedia
Concentration: Applied Programming, GPA: 3.1

COMPUTER SKILLS:

Microsoft Office 2009 (Word, Excel, Outlook)
Adobe CS3 (Photoshop, Illustrator, Dreamweaver, Fireworks, Flash, Director, InDesign)
Quark
HTML, CSS, XML, DHTML
Familiar with: Java Script, C# in ASP.NET, MySQL, Constant Contact, Final Cut Pro, Sound Forge

OTHER SKILLS/
INTERESTS:

Fluent: Russian; **Intermediate:** Spanish;
Psychology/Child Psychology; Art; Dance;
Art Exhibit: Northbrook Court Show (1997+2000) – Northbrook, IL

WORK
EXPERIENCE:

TEFL International (May 2009 – June 2009)
Barcelona, Spain

- Program exercises include; teaching 6 – forty-five minute classes in all levels ranging from Starter to Advanced
- Class size varies 3 – 18 students
- Program utilizes a variety of different resources including Reward, Headway and English File
- Creating a needs analysis and designing a tailor-made course for business and young learners'

Private Tutoring (January 2006 – May 2009)
Chicago, IL

- Tutoring students in becoming more proficient in various computer programs/languages
- Programs tutored included Adobe Products, Microsoft as well as HTML and CSS writing

The Revere Group (January 2008 – May 2009)
Chicago, IL

- Interactive Designer
- Web Designer / Graphic Designer
- Project Manage clients on web design / development. Writing proposals for business development
- Flash Design / Development, Web Development, Graphic Design, Print Design
- Programs / Languages: Adobe Suite CS3 (Dreamweaver, Fireworks, Flash - AS3.0, Photoshop, Illustrator) CSS, and HTML
- Work with ASP, PHP, CMS – internal and external
- Redesign and development of in-house, online newsletter
- Work directly with the marketing department on developing collateral

Hart Davis Hart Wine Co. (October 2005 – December 2007)
Chicago, IL

- Web Master / Graphic Designer
- Web Development, Graphic Design, Print Design
- Programs / Languages: Macromedia Dreamweaver, Fireworks, Flash(Action Script), Adobe Photoshop, Illustrator, CSS, and HTML
- Manage the Design and Production of Live Wine Auction Catalogs
- Implement all email marketing strategies and online promotions, including the design of a template for a weekly newsletter
- Develop all marketing collateral for wine auctions, including tasting booklets, signage, sell-sheets, thank you cards, note cards, etc.
- Continual update of the web site to reflect new events, consignments and any new information
- Staff auctions, wine tastings, dinners and other events, interacting with clients and promoting HDH
- Designed and Developed micro-site for high profile consignor to promote the largest wine auction HDH has ever had

Cherry One Web Design (November 2004 – September 2005)
Chicago, IL

- Web Developer / Graphic Designer Web Development/Programming, Graphic Design
- Programs / Languages: Macromedia Dreamweaver, Fireworks, Flash, Adobe Photoshop, Illustrator, CSS, and HTML
- Worked directly with clients to develop final product and was extremely self managed.

PORTFOLIO: