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QUALIFICATIONS:

A broad background which includes management, software consulting and web design. Excellent communications, organizational, creative and analytical skills.

TECHNICAL SKILLS:

- XHTML
- CSS
- Adobe Photoshop
- Adobe ImageReady
- Dreamweaver
- Adobe Illustrator
- Flash
- mySQL
- PHP
- Javascript
- Microsoft Office
- PeopleSoft HRMS
- PeopleSoft Query Report Writer

OTHER SKILLS:

- Page layout
- Written communications
- Project management
- Attention to detail

EXPERIENCE:

PAGE GURL LLC, Smyrna, GA 2006 – Present
Owner of firm specializing in web design and development for small businesses.

Employease, Norcross, GA 2004 – 2005
Account Manager, serving as central point of contact on customer service matters for benefits outsourcing clients.

Computer Sciences Corporation, multiple US locations 1998 – 2004
Senior Consultant, serving as Benefits Subject Matter Specialist in a variety of PeopleSoft HRMS projects, including implementations and upgrades. Clients represented a variety of industries and were located in cities throughout the US (required 100% travel).

The Hunter Group, multiple US locations 1997 – 1998
Senior Consultant, serving as Benefits Subject Matter Specialist in a variety of PeopleSoft HRMS projects, including implementations and upgrades. Clients represented a variety of industries and were located in cities throughout the US (required 100% travel).

Other Experience

Benefits administration and management experience at Medaphis Corporation (now Per Se Technologies), Coca-Cola Enterprises, Electrolux Corporation, and Georgia Kraft Company, and prior experience in computer operations and education.

EDUCATION, TRAINING AND CERTIFICATIONS

- Kennesaw State University, Kennesaw, GA, 2006, Internet Professional Certificate
- PeopleSoft 8 Certified Consultant in HRMS
- Certified Employee Benefits Specialist (CEBS)
- Certified Compensation Professional (CCP)
- Georgia College, Milledgeville, GA, MBA
- University of Georgia, Athens, GA, BS in Psychology

ASSOCIATIONS AND MEMBERSHIPS

- National Association of Photoshop Professionals (NAPP)

REFERENCES AND PORTFOLIO

- References available upon request
- Portfolio can be found online at www.pageurl.com