

# CEARA CURRAN OWRE

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## SKILLS

### WEB DEVELOPMENT

Highly proficient, extensive experience with HTML, CSS, Javascript, CMS, FTP, and Coldfusion  
Working knowledge of PHP, and SQL  
Proficient in Komodo Edit, Dreamweaver, and Fireworks

### DATABASE MANAGEMENT

Working knowledge of database design and management  
Proficient in Access, Filemaker and My SQL

### GRAPHIC DESIGN

Highly proficient, extensive experience with layout and design for print and web media  
Extensive knowledge of Adobe Creative Suite, including Photoshop, InDesign and Illustrator

### VIDEO EDITING

Highly proficient, extensive experience with Windows Live Movie Maker  
Synchronization of Powerpoint presentations and audio files to create video files

## EXPERIENCE

- 2007 – present     **Web Designer – The Rome Foundation** (*www.theromefoundation.org*), Chapel Hill, NC
- Maintain and manage web site
  - Design online forms
  - Redesign layout of homepage and create separate website for international conference
  - Create and maintain a YouTube channel for conference videos
- 2007 – present     **Graphic Designer – The Rome Foundation**, Chapel Hill, NC
- Design semi-annual newsletter, and other promotional materials
- 2000 – present     **Freelance Web Designer**
- Clients include Five Spice Café and University Presbyterian Preschool
- 2003 – 2005     **Web Designer – Dept. of Slavic Languages and Literatures, UNC—Chapel Hill, NC**
- Developed, designed and maintained web site including periodic updates
  - Responsible for design of all departmental communications materials
- 1999 – 2001     **Media Manager – Kratt Brothers Company, Burlington VT**
- Responsible for layout, design, and production of quarterly newsletter
  - Designed all promotional material
  - Managed and designed customer database
- 1999     **Bookkeeper – Five Spice Café, Burlington, VT**
- Responsible for Accounts Reconciliation and Accounts Payable
- 1996-1998     **Administrative Assistant – Phish Mail Order, Burlington, VT**
- Responsible for Accounts Payable
  - Designed and implemented a high-volume mail management system
  - Responsible for inventory and purchasing of shipping materials

## EDUCATION

- 2001 – 2002     **Champlain College, Burlington, VT**  
Web Page Development and Management Program
- 1998     **Market Makers, Burlington, VT**  
Desktop Publishing Certificate
- 1993     **Royal College of Art, London, England**  
Certificate of Study
- 1989 – 1993     **Saint Michael's College, Colchester, VT**  
BA, Fine Arts