

HEATHER WIEMELT

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<https://heatherwiemelt.github.io/HWportfolio>

SUMMARY

Recent college grad with working experience in website design, marketing and branding. Process driven and detail oriented. Able to complete tasks quickly, accurately and with minimal supervision.

TECHNICAL SKILLS

ADA and WIA-ARIA Standards | HTML5 | CSS3 | JavaScript | SCSS | Bootstrap
Jekyll | Adobe Creative Suite | Excel | SharePoint

EXPERIENCE

ILLINOIS STATE UNIVERSITY, College of Arts and Sciences Information Technology

Front End Web Developer & Designer, Part-Time

May 2018 – December 2018

- Maintained departmental websites and ensured content met ADA and WIA-ARIA standards.
- Worked closely with other developers to come up with solutions to everyday problems.
- Successfully implemented responsive designs for mobile and desktop applications using HTML5, CSS3, JavaScript, SCSS, Bootstrap, Jekyll, and Adobe Creative Suite programs.
- Briefed work flows for incoming project layouts and absorbed new web concepts quickly.

S&C ELECTRIC COMPANY, Chicago, IL

Marketing Team Member, Full-Time

June 2017 - July 2017

- Input digital assets to private product libraries using Microsoft's Excel and SharePoint.
- Provided assistance in arranging visual displays for company trade shows.
- Updated and proofread Standard Work in Lean for understanding learning processes.

MILNER LIBRARY, Illinois State University, Normal, IL

Digital Collections Assistant, Part-Time

January 2017 - May 2017

- Captured, restored, and logged historical books and ledgers into ISU's private archive database.
- Inspected details on film strips and antique publications to be edited for library's display.

S&C Electric Company, Chicago, IL

Marketing Team Member, Full-Time

June 2016 - August 2016

- Printed and assembled numerous instruction handbooks aligned with daily business demands.
- Filed B2B paperwork, case studies, and an accumulation of classified documents.
- Answered product requests, shipped, and mailed packages via United Parcel Service.

EDUCATION

BS Arts Technology, Illinois State University, Normal, IL, December 2018

AFFILIATIONS

Arts Technology Animation Connection

2016-2018

- *President* – Led large collaborative group projects for annual campus-wide events.
- *Secretary* – Recorded members' ideas and innovative solutions for club plans.

Arts Technology Live

2016-2018

- *Event Coordinator* – Executed music events hosting local talent performances.
- *Public Relations* – Promoted and raised funds for live shows held on and off-campus.

University Program Board Graphics Committee Chair

2016-2017

- *Lead Graphic Designer* – Produced diverse posters and flyers for university events. Engaged in social media critiques and established new strategies of club branding.