



MICHELLE FERN KALUS

SKILLS

Dreamweaver
Adobe Animate
Illustrator
Photoshop
Word
Excel
PowerPoint
Captivate

WEB

HTML5
CSS3
PHP
JavaScript

VOLUNTEER

RENAISSANCE FAIRE
2005-Present - Performer
2007-Present - Songmaster
2009- Present - Leadership

EDUCATION

ASSOCIATE OF SCIENCE • WEB DESIGN & INTERACTIVE MEDIA • JUNE 2018 •
THE ART INSTITUTE OF CALIFORNIA - SAN FRANCISCO

BACHELOR OF ARTS • THEATER ARTS • JUNE 2001 •
UNIVERSITY OF CALIFORNIA, SANTA CRUZ

EXPERIENCE

REGISTRAR • THE ART INSTITUTE OF CALIFORNIA - SF • MAY 2015 - PRESENT
-Supervise multiple student workers
-Identify weaknesses, design & implement solutions as part of Key Management Team
-Complete and manage quarterly reports
-Maintain integrity of all past and present student records
-Compile and analyze data regarding registration and retention

NEW STUDENT ADVISOR • THE ART INSTITUTE OF CALIFORNIA - SF •
NOVEMBER 2013 - MAY 2015
-Developed training videos for students via Adobe Captivate
-Sustain a minimum of 4 contact points with all first quarter students
-Collaborate with multiple departments to ensure appropriate schedules
-Create and support new high risk prevention programs

PROJECTS

COMMERCIAL WEBSITE • WEB TECH LEAD • JANUARY 2017
Blue Rock Dove Adornments
-Used HTML and CSS to build the site produced by the Graphic Designer
-Work with the UI Lead to create a JavaScript container for merchandise

PERSONAL WEBSITE • SOLE PROJECT EXECUTOR • JULY 2017
Mose Mountain Music
-Designed and built a family reunion/music festival site
-Created logo for event using Adobe Illustrator

EDUCATIONAL WEBSITE • TEAM LEAD • OCTOBER 2017
Uni Group
-Generated timeline and managed deadlines for the entire team
-Worked with each team member to keep aesthetics of individual pages consistent
-Researched, designed, and coded my individual page on Audio and Video



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