

# Danielle Oakes

1363 Auburn Ave, Naperville, IL 60565

(815)508-1982

[danielle@peasantqueen.com](mailto:danielle@peasantqueen.com)

E-portfolio: <http://www.peasantqueen.com>

Keywords: self-starter, determined, innovative, creative, reliable, loyal, attention to detail

Languages: English (fluent), Spanish (proficient), American Sign Language (basic)

Education: Bachelor of Arts, Media Communications, Northern Illinois University  
University Honors, Departmental Honors, Minor: Spanish  
graduation: May 2003, DeKalb, IL

(Pending) Master of Library and Information Science, Dominican University  
Certificate in Archives and Cultural Heritage Resources and Services  
anticipated graduation: December 2018, River Forest, IL

Skills: Microsoft Office, MARC, Github, Autocad LT, Adobe Creative Suite, Archtics, Ticketmaster, Dental Lab Computer Program Management, Archon, ArchivesSpace, Oxygen, Omeka, AtoM, EAD, EAD3, EAC-CPF, MODS, METS, Dublin Core

Internship: Lincoln Park Zoo, Animal Records and Permits, Chicago, IL in partnership with the Chicago Collections Consortium

Activities: Midwest Archives Conference, Chicago, March 2018  
National Association of Broadcast Conference, Las Vegas, April 2018

Hobbies: quilting, knitting, costuming, geocaching, fitness, BARFS book club, Habitat for Humanity, snowboarding, writing, drawing

Job History: First Choice Dental Lab, data entry and customer service, 9/2015-4/2018  
5413 Walnut Ave, Ste 2A, Downers Grove, IL 60515 (630)541-7666  
supervisor: Matt Cushing [matt@firstchoicelab.com](mailto:matt@firstchoicelab.com)

Intelligent Office, reception and customer service, 9/2014-9/2015  
1900 E. Golf Rd., #950, Schaumburg, IL 60173 (847)592-6200  
supervisor: Donna Callen [dcallen@intelligentoffice.com](mailto:dcallen@intelligentoffice.com)

JoAnn Fabrics, retail management, 10/2012-9/2014  
3310 Shoppers Drive, McHenry, IL 60050 (815)385-0870  
supervisor: Liz Markham Koenig [markhamae22@gmail.com](mailto:markhamae22@gmail.com)

Northern Illinois University, event administration, 7/2002-1/2012  
1525 W. Lincoln Hwy, DeKalb, IL 60115 (815)752-6800  
supervisor: Eric Schultz [schultze399@cod.edu](mailto:schultze399@cod.edu)