

Danielle Oakes

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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

Master of Library and Information Science, Dominican University
Certificate in Archives and Cultural Heritage Resources and Services
graduation: January 2019, River Forest, IL

Skills: Microsoft Office, MARC, Github, Autocad LT, Adobe Creative Suite, Archon, ArchivesSpace, Oxygen, Omeka, AtoM, EAD, EAD3, EAC-CPF, MODS, METS, Dublin Core, Past Perfect, Python

Internship: Lincoln Park Zoo, Archives Intern, Office of Animal Records and Permits. 10/2018-01/2019
2001 N. Clark St., Chicago, IL 60614 (312)742-7721
supervisor: Adrienne Horrigan ahorrigan@lpzoo.org

Activities: Midwest Archives Conference, Chicago, March 2018
National Association of Broadcast Conference, Las Vegas, April 2018
Library and Information Science Student Association/Society of American Archivists DU Chapter

Memberships: Society of American Archivists
Association of Moving Image Archivists

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

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

JoAnn Fabrics, retail management, 10/2012-9/2014
3310 Shoppers Drive, McHenry, IL 60050 (815)385-0870
supervisor: Liz Markham Koenig 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