

Imelda Guzman

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Career Overview

Provide services well-suited for you and your business, through creative talent and technical skill that will contribute to its growth.

Technical Skills & Strengths

- | | |
|---------------------------------|-------------------|
| • Adobe Photoshop | • Courteous |
| • Adobe Illustrator | • Resourceful |
| • Adobe Dreamweaver | • Efficient |
| • HTML/CSS | • Detail Oriented |
| • Bilingual (English & Spanish) | • Productive |
| • Creative | • Reliable |

Accomplishments

Certification

- HTML Web Content Developer
- Web Design

Customer Service

- Consistently received positive feedback from customers and created repeat business by developing long-term relationships with customers.

Work Experience

Freelance Web Designer

October 2010 to Current

Three Piece Design – Santa Rosa, CA

Creating quality, functional designs for clients looking to expand and market their business.

TAM Site Supervisor

September 2010 to Current

The Salvation Army – Santa Rosa, CA

Provide an elevated tutor/student experience to generate a loyal clientele of tutors.

Associate Parent

January 2007 to Current

The Children's Village – Santa Rosa, CA

Maintain day to day care of children and facility policies regarding medication administration, Title 22 Licensing Regulations, and behavior management.

Merchandising Supervisor

August 2005 to August 2006

Borders Books and Music – Santa Rosa, CA

Maintained cleanliness and presentation of stock room and sales floor. Assisted with customer store and product complaints. Worked as a team member performing cashier duties, product assistance and cleaning while providing excellent customer service.

Merchandising & Café Supervisor

August 2001 to August 2005

Borders Books and Music – Visalia, CA

Organized store merchandise racks by size, style and color to promote visually appealing environment and sales. Guaranteed positive customer experiences and resolved all customer complaints. Communicated with vendors regarding back order availability, future inventory and special orders.

Educational Background

Santa Rosa Junior College – Currently enrolled

Santa Rosa, CA

Certification

- HTML Web Content Developer
- Web Design

Continuing education in the field of computer studies.

Sonoma State University – Graduated 2008

Rohnert Park, CA

Degree

- BA in Art Studio

Concentration in Art Studio with an emphasis in painting. Received professional Curatorial skills during Curatorial Internship at local gallery.

References

Jennifer Freitas

TAM Program Director, The Salvation Army
707-529-1306

April Jones

Team Lead, The Children's Village
707-480-0985

Linda Hemenway

Instructor, SRJC
lhemenway@santarosa.edu