EMILY MILLER

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WORK EXPERIENCE

2015 - Present

Website Manager, Heinsight Solutions
Develop and update content, ensure website functionality and handle online marketing projects.

Freelance, Design and Web Development
Concept design, branding, websites, and wordpress site updates and maintenance.

2014 - 2015

Web Developer Intern, Digital Globe
Worked with the Tomnod team, participating in the development team sprints.
- Aided in building an experimental, real-time, interactive mapping tool using Meteor and Leaflet Draw and preparing it for beta testing.
- Tested open-source mapping libraries for the efficient presentation of huge geospatial data sets on the client-side resulting in a blog post and a prototype using Leaflet, D3 and React.

2007 - 2014

Office Admin and Graphic Designer, Xylem Design
Organized and implemented web projects, including planning, design, development, content management, initiatives and functionality.
- Oversaw content migration for 4 company websites ensuring accuracy, updated information, continuity, and improved performance.
- Redesigned the main ecommerce website to improve UI/UX and offer customized product options for customers.

Photographed products, compiled and prepared content for multiple websites, created mock-ups for new products and 3D models for custom projects.

Worked effectively with up to 10 clients per quarter to produce customized graphic options to improve brand presence at trade shows.

Utilized strong administrative and mathematical skills creating sales reports, daily financial monitoring, banking, reconciling and payroll.
- Saved 100's of working hours each year though development of innovative payroll process improvement project.
- Reconciled and analyzed over a thousand transactions every month for accurate financial statements.

2007

Design Intern, Multiplicity Creative & Fort Collins Now, Art Department
Designed ads, company logo, posters, and book layouts.
- Designed ads for newspaper based on customer request with under an hour turnaround.
- Completed a textbook layout in InDesign.

EDUCATION

2014

Web Developer Certificate, WebLab
Front Range Community College

2005 - 2008

BFA in Graphic Design, Minor in Business Administration
Colorado State University
- 2006, Study Abroad, Semester at Sea, Southeast Asia, China, Japan, Korea

2004 - 2005

Franklin College, Switzerland, Visual Arts and Communications

SKILLS

Using Microsoft Office and Adobe Creative Suite, Sublime Text

Visualize, plan and carry out projects to completion

Designing web content, instructions, layouts, WP templates

HTML, CSS, JavaScript