

DANIELLE VANSIA

Artist | Technical Writer | Educational Technologist

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EXPERIENCE

12/2018-Present

Cerner Corporation, Malvern, PA Technical Writer

Creates, edits, and maintains electronic end-user documentation for Cerner's solutions such as release notes, reference pages, and help pages.

7/2016-11/2018

West Chester University, West Chester, PA Data Specialist

Created training documentation and elearning videos for students, faculty, and external users of assessment software system. Ran in person and virtual training sessions. Maintained business process documentation of semester and yearly reporting.

3/2018-7/2018

The College of New Jersey, Remote Project Specialist

Contracted to provide remote, temporary project oversight in the Office of Graduate and Advancing Education. Oversaw the creation and maintenance of internal student contract tracking database solutions. Provided training through remote assistance and created a suite of internal training videos. Created an enrollment dashboard to assist with yearly enrollment trend analysis.

1/2013-6/2016

The College of New Jersey, Ewing, NJ Professional Services Specialist *(promoted from Program Assistant in 2015)*

Provided support and technical documentation of all office processes. Oversaw summer and winter marketing plan and worked with outside vendors to secure advertisements as well as plan and execute on campus events. Maintained website and communicated office updates to campus community. Developed office's business process manual and hired, trained, and evaluated student workers. Oversaw faculty contracting process including the creation of a contract database.

EDUCATION

The College of New Jersey, Ewing, NJ

MA in English - **2016**
Graduate Certificate in Gender Studies - **2016**
BS in Marketing, minor in Art History- **2012**

Graduated summa cum laude from both undergraduate and graduate degrees

Inducted into the New Jersey Collegiate Business Administration Association in 2012

SKILLS

Microsoft Office Suite <i>(Word, Excel, Powerpoint, Access with SQL)</i>	<div><div></div><div></div><div></div><div></div><div></div></div>
Camtasia	<div><div></div><div></div><div></div><div></div><div></div></div>
PeopleSoft	<div><div></div><div></div><div></div><div></div><div></div></div>
Snagit	<div><div></div><div></div><div></div><div></div><div></div></div>
Adobe Creative Suite <i>(Illustrator, InDesign, Photoshop)</i>	<div><div></div><div></div><div></div><div></div><div></div></div>
LMS and Assessment Software <i>(D2L, Canvas, Tk20)</i>	<div><div></div><div></div><div></div><div></div><div></div></div>
Adobe RoboHelp	<div><div></div><div></div><div></div><div></div><div></div></div>
Arbortext	<div><div></div><div></div><div></div><div></div><div></div></div>
Confluence	<div><div></div><div></div><div></div><div></div><div></div></div>
Jira	<div><div></div><div></div><div></div><div></div><div></div></div>
Markdown	<div><div></div><div></div><div></div><div></div><div></div></div>
Wordpress	<div><div></div><div></div><div></div><div></div><div></div></div>
XML	<div><div></div><div></div><div></div><div></div><div></div></div>