OBJECTIVE:

Continue pursuit of advancement opportunities as a creative team lead in the Learning & Communications field.

WORK EXPERIENCE:

Learning & Development Administrator at RS&H, Jacksonville, Florida

• September 2018 - currently employed

Training & Development Coordinator at UF Health / UFJPI, Jacksonville, Florida

• May 2017 - September 2018

Development Team Lead & Project Manager at SkillQ, Gulf Breeze, Florida

• October, 2010 - May, 2017

PROFESSIONAL PROFILE:

- ADDIE Model
- Adobe Creative Suite
- Brand Copywriting
- Corporate Communications
- Data Analysis
- Database Administration

- eLearning Development
- Employee Engagement
- HR Systems Administration
- Learning & Development
- LMS Administration
- Needs Analysis

- Project Management
- Quality Assurance
- Strategic Communication Planning
- Training Facilitation
- Video Production
- Web Development

EDUCATION:

Master of Mass Communication, Digital Strategy

• Currently enrolled - The University of Florida, Gainesville, Florida

Bachelor of Fine Arts Degree, New Media, with Great Distinction

• June, 2011 - The University of Lethbridge, Lethbridge, Alberta, Canada

Multimedia Production & Design Specialist Diploma, with Honor

• April, 2008 - Selkirk College, Nelson, British Columbia, Canada

CERTIFICATIONS:

- Certified Emotional Intelligence Facilitator TalentSmart (2019)
- CompTIA Certified Technical Trainer (CTT+) Virtual Classroom Trainer (2014)
- Adobe Certified Expert (ACE) Photoshop (2014); Captivate (2013)

AWARDS:

Toastmasters International (active member since 2010)

Advanced Communicator Gold (2018); Advanced Leader Bronze (2014)