

Mandi Miskell

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Personal Website

<http://www.varukablue.com>

Summary

Web and graphic designer with specific expertise in marketing and advertising towards military communities. Eight years experience in web design and coding languages. More than ten years experience in art or art related classes, projects and employment. Four years video filming and editing experience, as well as photography of special events and historical documentation. Knowledge of proper customs and relations with VIP's and dignitaries aboard military bases and at special functions.

Professional Experience

Marine Corps Community Services, [29 Palms, CA]

[One year in house, Two years telecommute work]

Webmaster & Graphic Designer

Feb 2008 to Aug 2011

- ∞ Designed and maintained the mccs29palms.com, mccsmwtc.com and desertlifestyle29.com websites
- ∞ Designed and maintained 8 different "specialty" sites, for various facilities and programs
- ∞ Experienced in working with social media to include Facebook, Flickr and Twitter
- ∞ Experienced with email campaign materials through constantcontact.com
- ∞ Created graphics for numerous facility campaigns: Lifelong Library, Golf Course, The Core Gaming Center, MCX, Sports, Youth Sports, Special Events, Drug Demand Reduction, etc.
- ∞ Created logos for facilities and events
- ∞ Identified target audience and created campaigns based on needs of those individuals
- ∞ Created posters, fliers, door hangers, tear-off tickets, table tents, banners, web graphics, calendars, postcards, newspaper ads, road side signs, superflyers, trifolds, invitations and business cards
- ∞ Created graphics and advertisements for use in Desert Lifestyle, base MCCS magazine
- ∞ Wrote book reviews for Desert Lifestyle, base MCCS magazine
- ∞ Photographed special events and personalities for use in publications and historical documentation
- ∞ Utilized survey information to better understand target audience for marketing and advertising
- ∞ Printed, cut, laminated and grommited production materials for advertising
- ∞ Created, edited and maintained weekly newsletter using ConstantContact.com
- ∞ Researched and implemented new technologies and coding on the MCCS website
- ∞ Wrote and edited scripts for video briefs and introductions
- ∞ Researched software and equipment for procurement
- ∞ Worked special events information booth and various other tasks

Marine Corps Community Services, [29 Palms, CA]

Movie Theater Projectionist

Oct 2007 to Feb 2008

- ∞ Built, previewed, ran and broke down 35mm full length motion pictures
- ∞ Maintained safety standards for working with projection and film equipment
- ∞ Provided maintenance on projection equipment and report equipment status to superiors
- ∞ Updated marquee to reflect current movie schedule

Spencer Family Childcare, [Yucca Valley, CA]

Child Care Assistant

Jan 2007 to Aug 2007

- ∞ Created and implemented daily syllabus for preschool age children
- ∞ Taught various subjects such as spelling, manners and arts and crafts
- ∞ Care for the safety and well-being of children ages newborn to 13 years
- ∞ Prepared and served meals to 10+ children at a time, following health guidelines
- ∞ Transported children in a safe manner to additional learning opportunities

United States Marine Corps, [29 Palms, CA]

Combat Videographer

Nov 2002 to Nov 2006

- ∞ Created, edited and executed the production of scripts and storyboards
- ∞ Directed scripts and filming for various projects
- ∞ Filmed, edited and produced various training and exercise films for the support of local and visiting units
- ∞ Created briefs on safety for base and live-fire ranges, ranging from 3 min to 2 hours
- ∞ Documented historical events and pageants for archiving
- ∞ Archived footage in raw and finished versions utilizing VIRIN numbering system
- ∞ Research equipment pricing and effectiveness for procurement
- ∞ Mentored peers on ways to improve job performance and customer service

Education

2007 to Present	Bachelors of Graphic Design [4 year Course – Projected Grad Date March 2012] Art Institute Online, A Division of the Art Institute of Pittsburgh
2005 to 2007	Web Design Certification [2 year Course] Art Institute Online, A Division of the Art Institute of Pittsburgh
2003	Combat Videographer Certification [4 Month Course] Defense Information School, Ft. Meade, MD

Certifications

2008 – RoundPeg Training Photoshop Level 1
2006 – Certified Microsoft Office Word Expert

Awards

2011 - Employee of the Month Runner Up [April], MCCS Marketing
2010 - Employee of the Month Runner Up [August], MCCS Marketing
2008 – Employee of the Quarter [3rd Quarter], MCCS Marketing Division
2006 – Certificate of Appreciation, TTECG [Produced range safety video for training troops]
2005 – Certificate of Appreciation, MWSS 374 [Made spouse videos for deployed family for troop morale]

Equipment and Software Used

Proficient or familiar with a vast array of equipment and software, including but not limited to:

Graphics Software:
Adobe Creative Suite
CS 3, 4 & 5

Photoshop
Dreamweaver
Flash
Fireworks
Illustrator
InDesign
Acrobat
Elements 5.0

Coding Languages:
HTML & HTML 5
CSS

[minimum experience in:
Javascript & Flash]

Graphics Tools:
Wacom Tablet

Typing Skill:
86 wpm

Photo & Video Tools:
Canon Eos Rebel Xsi
Canon XL1s

Panasonic AG-HVX200E
Panasonic AJ-HDC27F

Video Editing Software:
AVID

Adobe Premier
Sorenson Squeeze
Roxio DVD Creator

Additional Software:
Windows XP, Vista & 7
Microsoft Office 2010
Flexi8 Production Mgr.

Lamination Machine:
Titan -110

Vinyl Machine:
Mutoh ValueJet
IO Line
Vinyl Express Q160

Additional

References and Letters of Appreciation available upon request. Thank you.