

JULIE DAVIS

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Current Secret Security Clearance

SOFTWARE, LANGUAGES & SKILLS:

- Adobe® CS 4 Suite: Photoshop, Illustrator, InDesign, Acrobat Pro, GoLive, Dreamweaver, *Flash • QuarkXpress • Quickbooks Pro
- HTML • XHTML • CSS • Microsoft® Office Suite: Word, Excell, PowerPoint & Publisher • Windows XP, Vista • OSX
- Pre/Post Press Production • SLR Digital & Film Photography • Large Format Printers • Dry Mount Press • Laminators
- Freehand Drawing • Painting • Print Making • Matting & Framing • Teaching

PERSONAL ATTRIBUTES:

- Excellent Communication & Customer Service Skills • Self-Motivated & Team Player • Strong Work Ethic
- Creative & Resourceful • Efficient & Productive • Adaptable & Versatile • Detail-Oriented & Organized

EDUCATION:

- **Bachelor of Fine Art** (Major: Fine Art) University of Mary Hardin-Baylor, Belton, Texas, 2004
- **Associate Degree** (General Studies) Central Texas College, Killeen, Texas, 1999
- C.E. Ellison High School, Killeen Texas (Diploma) - National Honors Society, 1995

CERTIFICATION:

- **Adobe® Certified Expert (ACE)**, Photoshop CS4, 2010
- **COMPTIA Security+ Certification**, In-progress
- Adobe® Certification/Course Completion 2005-2009:
Flash CS3 | Acrobat 7 Level 2 | Photoshop CS2 Adv. | InDesign CS | Creative License | Photoshop Down & Dirty Tricks
- **Colorado State Substitute Authorization (Three Year) Certificate**, June 2009

- **Phase II. Yoga Instructor Certification:**

American Aerobic Association International (AAAI) & International Sports Medicine Association (ISMA), 2009-2011

- **Personal Trainer Certification**, In-progress:

American Aerobic Association International (AAAI) & International Sports Medicine Association (ISMA)

- **Department of Defense (DoD) Training:**

Web Content & OPSEC Training Course, AUP, PUA, Level 1 Force Protection /Anti-Terrorism Awareness, Senior Executive Staff Privacy Awareness, Senior Management Introduction, 1QTR Consideration of Others, DoD Phishing Awareness, IA Awareness, HIPAA Privacy, HIPAA Security, Bloodborne Pathogens, Child Abuse & Domestic Violence, Cultural Diversity, Customer Service, Employee Assistance Program, Infection Control, Electrical Safety, Fire & Safety, Hazard Communication Program, Hazardous Waste, Latex Allergies, Medical Emergency Management Plan, Patient Rights & Organizational Ethics, Patient Safety Beyond the Blame Part 1& II, Quality Improvement & Patient Safety, Release of Medical Information, Security, Sexual Assault Key Points, Standard Precautions, Tricare Training, Code Blue, Cold Injury Prevention, DA OPSEC, Risk Management, Protected Health Information, Senior Management Scenario, Government Printing Office (GPO) Training, etc.

CAREER DEVELOPMENT:

*Directorate of Information Management (DOIM) | Network Enterprise Center (NEC) – Web Services
Strategic Resources Inc. (SRI) | Eagle Support Services 5161 Specker Ave., Fort Carson CO 80902
Web Master (June 2009 – present)*

- Develop innovative Web-based solution Mission Activities through the World Wide Web. Design web pages, web sites, web applications & multimedia using animation, authoring, communication design, corporate identity, graphic design, human computer interaction, information architecture, marketing, photography, search engine optimization, and typography.
- Utilize HTML, XHTML & CSS to develop industry standard (W3C), Accessibility, and Department of Defense compliant content.
- Provide consultations to clientele: Advise, plan, conceptualize, organize & direct objectives taking into account audience, policy, purpose, standards, consistency & environment.
- Address & facilitate general inquires from the public.
- Serve as primary programmer/analyst for one or more systems & as back-up on others.

Fine Arts Center (FAC) - Bemis School of Art

30 W. Dale St., Colorado Springs CO 80903

Faculty Member- Photoshop Instructor (Oct 2009 – present)

- Develop & implement instructional curriculum for Adobe® Photoshop CS2/3/4 for ages 16-Adult, Beginning thru Advanced.

Multimedia Specialist (June 2008 – Oct 2008)

- Official US Army Photographer & Interim Graphics Lead - subject matter expert.
- Provided consultation, calculated material & labor costs, managed & tracked inventory, supply & graphics workload.
- Designed & finalized original signs, posters, logos, exhibits & other multimedia for installation & training support, adhering to production requirements & quality control. • Supervised & assisted authorized customers in Graphics Self-help Section.

Carl R. Darnall Army Medical Center (CRDAMC), Public Affairs & Marketing Office (Headquarters) FPMI | Muscogee Nation Business Enterprise (MNBE) 36000 Darnall Loop, Fort Hood TX 76544

Senior In-House Graphic Designer & Print Specialist (Oct. 2004 – May 2008)

CRDAMC supports DoD's largest military installation employing 2,500 staff & serving 160,000 beneficiaries, houses the Emergency Medicine Residency & Family Medicine Residency Program, the largest Warrior Transition Battalion, Level 3 Trauma Center.

- Subject matter expert: Provided consultation to customers (doctors, officers, U.S. Army Medical Command & the Office of the Surgeon General). • Conceptualized, designed & finalized marketing communication solutions through efficient use of subject matter, color theory, typography, composition & prepress file preparation while considering technical constraints & costs.
- Collateral created included: posters, exhibits, logos, signage, certificates, layouts, publications, ads, web site graphics, displays, briefings & other media used in the marketing & support of CRDAMC's Strategic Communication Plan, Programs, Policies, Research & Education, Events, Medical Command Initiatives & Accreditation Standards. • Managed project workflow, equipment maintenance, troubleshooting & documentation in a fast-paced & high-demand environment (Command Group Headquarters.)
- Maintained deadlines, quality, Associated Press (AP) style & accuracy. • Managed complex procurement with the Government Printing Office (GPO), Defense Automated Printing Service (DAPS) & other vendors. • Supervised, trained & directed temporary graphic design support.

Training Support Center (TSC)

Johnson Controls World Services Inc. Bldg. 233 Battalion Ave., Fort Hood TX 76544

Illustrator (May 2004 - Oct. 2004)

- Produced graphic art products for authorized TSC customers in support of installation training & the Global War on Terrorism.
- Designed & finalized original charts, signs, posters, logos, exhibits & other media for installation & training support, adhering to production requirements & quality control. • Instructed TSC's Graphics Self-help classes & supervised Soldier self-help operations, serving approx. 600-800 customers/month

Julie's School of Dance Technique

Self Employed –Owner

- St. Joseph's Catholic School, Killeen, TX; 40 students
- Little Dinos Daycare, Killeen, TX; 60 students

Non-appropriated Funds (NAF Contracting III Corps)

- Bronco Youth Sports Activities Office, Fort Hood, TX; 120 students

Program Director/Instructor (Aug. 1997 – May 2004)

- Developed, implemented & instructed dance (tap, jazz, and ballet) curriculum for ages 18 months - adult. • Managed all business & billing operations/overhead costs for program (\$30,000 annually.) • Produced annual & semi-annual productions.

*Additional Dance/Performance Resume available upon request.

AWARDS & RECOGNITION:

- 2005-2008 Increased graphic design/print production 400%, saving \$150,000. (CRDAMC 2006-2008)
- Developed/implemented graphics departmental policies to structure operations/increase work-flow.
- Established project management schedule, electronic request submission form & online resources. (CRDAMC 2006-2008)
- Awarded (2) 2008 American In-House Design Awards: Graphic Design USA, New York, NY. (2008)
- Awarded 20 *Coins of Excellence* for superior work at CRDAMC from units including: The U.S. Army Corps Health Facility Planning Agency, Washington D.C., March 07; Walter Reed Army Medical Center, Washington DC, July 07; Department of Ministry, CRDAMC, Fort Hood, Texas, 07; Robertson Blood Center, Fort Hood, 05; & The Fisher House, Fort Hood, 05.
- Designs adopted/published World-wide by Department of Defense medical treatment facilities: "Eat Together Poster", July 07; "Medication Reconciliation Record Card", January 07; "ONE TEAM CRDAMC Retention Poster", April 07; "Tex Vet Brochure and Billboard", May 07, "Ombudsman Poster", Nov 07.
- Awarded 1st place at Healthcare Innovations Program 2008 TRICARE Military Health System Conference, Washington, D.C.: "Flushing the Barriers of Colorectal Cancer" & "Medication Reconciliation" research poster exhibitions. • Awarded 1st place honors at the National TRICARE Conference, Washington D.C., March 07 for "Operation Fit Families" poster exhibit.
- Awarded 1st Place Honors at the Academy of Family Physicians Scientific Assembly, Chicago, Ill., April 05 for "Patient Oriented Longitudinal Evaluation of Care (POLEC)" research exhibit.
- Awarded 2nd place/Painting, 3rd place/3-D, Honorable Mention/Painting, & Best of Show (June 02) by Killeen Civic Art Guild, Killeen, Texas, June 03.
- Awarded Honorable Mention/Painting by University of Mary Hardin-Baylor, Belton, Texas, April 03. Awarded 3rd place Abstract/Painting & Honorable Mention/Painting, Barclay Art Competition, Temple, Texas, sponsored by the City Federation of Women's Clubs, Sept. 02.

References | Portfolio | Recommendation Letters | Projects/Client Listing | Teaching Experience...Available Upon Request

Visit me at www.GlobalDesignCreativeServices.com for more information & online portfolio!