

KIM BAKER

27A Gregory Place, Clarenville, Newfoundland, A5A 4H3, Tel (709) 466-4392, kim@pure-mad.com

- Hard worker who can work successfully in both a group setting as well as an individual.
- A quick study and learn new things at a fast pace
- Tremendous research and programming skills.

WORK EXPERIENCE

Marketing Assistant & Programmer, Pure Marketing & Design, Clarenville, NL - *Aug 2006 to Present*

Duties include: Conducting & Coordinating research; Assisting with the creative planning process; graphic design; web site programming; internal coordination of client projects.

Self-Employed Web Designer, Silverhawk Promotions, Clarenville, NL - *2002 to Present*

Duties include: Web Development, Web Design, Graphic Design, html, JavaScript, some php, ftp Server Access, Domain Registration, Original Design & Creation; Customer Service, Overseeing Contract Employees; Office Administration, Site Updating & Maintenance

Web Designer, ProWrite Communications, Regina, SK - *Apr 2001 to Dec 2001*

Duties included: Web Development & Design, site updating & Maintenance, html, JavaScript, Graphic Design, Customer Service

EDUCATION

- *Graphic Communication & Web Page Design Course*, MacTech Distance Education, Sydney, NS - 1999
- *Journalism Program*, College Of The North Atlantic, Stephenville, NL - 1997
- *High School Diploma*, Clarenville Integrated High School, Clarenville, NL - 1996

RELATED SKILLS

- Strong research skills
- Proficient in computer usage
- Solid communication Skills
- Radio and Video Equipment Knowledge and Experience
- General Office Equipment Knowledge & Use
- Proficient Telephone Skills & Manners
- Time Management Skills
- Works Well Under Pressure & Deadlines