



KARLA RUIZ

WEB DEVELOPER & MULTIMEDIA DESIGNER

EDUCATION

UNIVERSITY OF LA VERNE
LA VERNE, CA

May 2016

▶ Bachelor of Science, Computer Science
Concentration: Internet Programming

▶ Bachelor of Arts, Communications
Concentration: Multimedia

SOFTWARE & LANGUAGE SKILLS

PROFICIENT IN

Photoshop



Dreamweaver



Illustrator



InDesign



Fireworks



C#



QuarkXpress



Spanish



HTML & CSS



C++



JavaScript



WordPress



RELEVANT EXPERIENCE

September 2014

Present

Media Assistant

LAPD Professional Peace Officers Association, San Dimas, CA

- Develop and maintain web content for the main website and design websites for union partnership organization and forms
- Contribute content for social media strategies, development and provide videography/photography services at events

August 2012

Present

Marketing Intern

University of La Verne Career Services, La Verne, CA

- Design and implement an ongoing marketing plan promoting available services and branding the office to the La Verne student body
- Promote events, workshops, employer visits, and job postings through social media outlets including: Facebook, Twitter, Pinterest, Instagram and CareerLink
- Construct flyers, promotions and logos to help brand Career Services; reconstructing and maintaining the Career Services website using WordPress

June 2014

Decemeber 2014

Public Relations and Web Design Chair

Iota Delta Sorority

- Create and administer the publication of the Delta Digest, highlighting all the activities and membership achievements throughout the year
- Maintain sorority's positive image at all times by having regular relations with the university faculty, staff, and community
- Promote sorority through professional and innovative web design

REFERENCES


Jennifer Mojarro

Career Services Assoc. Director
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Giulana Zago

Career Services Career Counselor
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PORTFOLIO



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