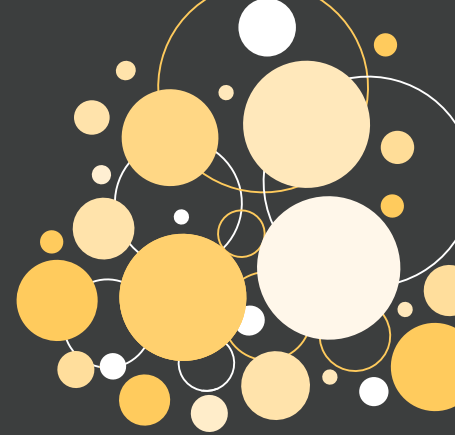


WENDY CORDOVA

Multimedia Designer

Highly creative and talented multimedia designer with a love for print and a passion for motion graphics. Diverse experience ranging from adult learning theories to pre-press and corporate branding. Skillful at helping create solutions to remove communication obstacles.



720-635-4035
TELEPHONE

wendy@polka-dotdreams.com
E-MAIL ADDRESS

www.polka-dotdreams.com
ONLINE PORTFOLIO

WORK EXPERIENCE

Content Developer | 2006 - 2015

Aimco

- Worked in conjunction with the Talent Management team to design, develop, and maintain eLearning and classroom-led training materials
- Designed and developed templates for needs such as print materials, e-mails, and presentations
- Provided graphic design services for the Human Resources department
- Managed relationships with print and video vendors to ensure print materials and video work are produced cost effectively without compromising timeliness or high quality
- Acted as digital asset manager and materials archivist for team, streamlining resources and reducing costs
- Collaborated with business partners on key company initiatives, from conception to completion, ensuring the attainment of major milestones and deadlines while maintaining the budget

Desktop Publisher | 2000 - 2006

Adelphia Communications

- Performed desktop publishing of training materials for Learning and Safety Department
- Created and maintained eLearning materials

Administrative/Training Support | 1997 - 2000

Budget Group, Inc./Ryder TRS

- Coordinated and organized travel arrangements, project calendars, staff calendars, vendor relations, accounts payable, expense tracking, and event planning
- Supervised all aspects of classroom scheduling, logistics and administration

TOOLS

Design Software

Photoshop	<div style="width: 85%;"></div>
Illustrator	<div style="width: 80%;"></div>
InDesign	<div style="width: 90%;"></div>
AfterEffects	<div style="width: 75%;"></div>
Dreamweaver	<div style="width: 80%;"></div>
Muse	<div style="width: 70%;"></div>

e-Learning Software

Articulate Suite	<div style="width: 90%;"></div>
Microsoft Office	<div style="width: 85%;"></div>
Captivate	<div style="width: 75%;"></div>
Camtasia	<div style="width: 70%;"></div>
Audition	<div style="width: 65%;"></div>

LANGUAGES

HTML/HTML5	<div style="width: 90%;"></div>
CSS/CSS3	<div style="width: 85%;"></div>
XML	<div style="width: 75%;"></div>
PHP	<div style="width: 70%;"></div>
WordPress	<div style="width: 80%;"></div>
JavaScript	<div style="width: 65%;"></div>

EDUCATION

Bachelor of Arts

Web Design & Interactive Media

Art Institute of Colorado

Denver, Colorado

September 2014