

ANDREW HEBER

EDUCATION

Aug. 2003 – Jan. 2007	New College of Florida	Sarasota, FL
<i>B.A., Concentration in Religion and Art</i>		
1999 - 2003	Francis W. Parker School	Chicago, IL
<i>High School Diploma</i>		

WORK EXPERIENCE

April 2007 - Present	Xtreme Information	Chicago, IL
<i>Website Manager</i> www.xtremeinformation.com		
<ul style="list-style-type: none">■ Created and maintained custom portals for clients to view an advertising database. These portals were the primary method for Xtreme's customers to interact with the advertising data specific to their products.■ Maintained the site and figured out how to fix problems when they arose. Maintained a central site used by all employees, keeping it up to date and organized.		
Sept. 2004 – April 2007	Weboffices	Chicago, IL
<i>Creative Producer</i> www.weboffices.com		
<ul style="list-style-type: none">■ Worked with a team of web producers and in many instances had direct and constant client contact■ Sole designer for over 20 websites, utilizing a combination of HTML, CSS, Flash animation and streaming video■ Worked on both totally customized websites and websites from existing templates. Utilized content management extensively.■ Created and produced physical advertising collateral. Job entailed conceiving the brand concept, designing original artwork and interfacing with the print company.		
1998 - 2002	Third Coast Networks	Chicago, IL
<i>Part Time Designer</i>		
<ul style="list-style-type: none">■ Designed websites for various clients.■ Designed marketing■ Authored three websites from scratch		
Summer 2002	C3 Chicago – Gemba Commerce	Chicago, IL
<i>E-commerce Designer</i>		
<ul style="list-style-type: none">■ Took existing websites and changed them into Gemba's content management system.		

INTERNSHIPS

Summer 2005	Chicago History Museum	Chicago, IL
<i>Intern</i>		
<ul style="list-style-type: none">■ Conducted oral history interviews with veterans of the Warsaw Uprising■ Mentored younger interns in need of writing help and organizational skills		
May 2004	Clio Awards	Miami Beach, FL
<i>Intern</i>		
<ul style="list-style-type: none">■ Ushered the events		

SKILLS

Proficiencies learned through job experience, books, and online resources
Highly Proficient
<ul style="list-style-type: none">■ Adobe Photoshop, Dreamweaver, CSS, HTML, Powerpoint
Proficient
<ul style="list-style-type: none">■ Adobe Premiere, Flash, Course Authoring Software, e-Commerce interfaces