

SUMMARY

Motivated, personable, and efficient worker with a talent for quickly mastering technology. Conducts self with respectful and considerate interaction with all levels of authority, and accustomed to handling sensitive, confidential records. Demonstrated history of analytical thinking, excellent communication skills and producing timely, high quality products and/or reports. Excellent leadership and team-building skills with a keen eye for attention to detail and a willingness to learn.

EDUCATION

DeVry University BS Technical Management with Computer Information Systems concentration	December 2012 3.93 GPA
United States Military Academy – West Point, NY Information Technology and Leadership	June 2008 - August 2010

EXPERIENCE

Our Savior Lutheran School - Aiea, HI <i>Social Media Administrator</i> Set up Alumni Facebook Page and incorporated into school's website to connect current students to alumni. Communicate important events and information to facilitate positive dialogue.	February 2012 - Present
--	-------------------------

Melon Waves Art & Design (formerly M K Designs) <i>Owner & Art Director</i> Concept, market analysis and business set up (e.g. web portfolio, terms of services, license, trademarks, and copyrights), and Aloha Driven™ t-shirt production. Original artwork designed as contracted for a commission.	December 2011 - Present
---	-------------------------

Projects:

- Designed original cover art for Karen Garcia: *If I Fall Apart* (published/printed) in about 6.5 hours
- Designed logo for Da Kine Island Style Grill & Catering in about 18 hours
- Created 11th ACR 2013 Military Ball glassware design and 2 digital table renders
- Designed promotional event flyer for D Co 1/11 ACR Family Readiness Group in 2 hours
- Re-created and re-designed 2 non-profit organizations' logos:
Calvary Chapel West Oahu, HI in 20 minutes, Calvary Chapel Johnson City, TN in about 1.5 hours
- Designed 3 original t-shirts for non-profit organizations:
One Heart youth ministry 30 minutes, C Co 1/11 ACR about 1 day, D Co 1/11 ACR about 12 hours
- Designed 3 original cover art for Christian Freed:
Armies of the Silver Mage (published/printed) in about 7 hours, *Hammers in the Wind* (published/printed) in about 23 hours, *Crimson Spiders* in about 14 hours

US Military Academy USCC SLS - West Point, NY <i>Cadet Sergeant, Squad Leader & Platoon Sergeant - Summer Leaders Seminar</i> Directed and managed squad of 14-15 subordinates (high school students/prospective cadet candidates) as Squad Leader and platoon of 118 (8 squad leaders and squads of 13-15 each) as Platoon Sergeant for 2 one-week iterations. Maintained discipline and accountability for whereabouts throughout week's activities (including 1 day of field training), and reported to higher (platoon leader and above).	17 May - 13 June 2010
--	-----------------------

Projects:

- Contacted 5-6 candidates 1 week prior to collect information
- Assisted in coordination and execution of candidate in-processing
- Led morning PT (physical training) exercises
- Assisted in coordination and execution of candidate graduation ceremony

EXTRAS

Languages

English - native, proficient
Japanese - intermediate

Technical Skills

HTML, xHTML, DHTML
CSS, VB, C#, ASP.NET,
SQL, some XML and
JavaScript

Illustration
Typography
Page Layout
Web Design

Working Knowledge

HTML, CSS
Photoshop, Dreamweaver
Visual Studio, Oracle

Tools of the Trade

TRADITIONAL
Paper, Pencils, Pens,
Markers, Colored Pencils

PHOTOGRAPHY
Nikon D40

OPERATING SYSTEMS
WIN - 2000, XP, Vista, 7
MAC - OS X

SOFTWARE
Autodesk Sketchbook Pro
MS Expression Web 2
Visual Studio 2010
Oracle SQL*Plus
iMovie (video editing)
Debut (screen capture)

Adobe Creative Suite
Photoshop
Dreamweaver
InDesign
Illustrator (beginner)
Flash (beginner)

US Military Academy USCC F-3 - West Point, NY

15 July 2009 - 22 May 2010

Cadet Corporal, Team Leader

Mentored 2 Plebes (Cadet Privates/freshmen) for 1 semester each; responsible for accountability and developmental training for summer field exercises.

Projects:

- Designed original t-shirt in 1 day for company Spirit Staff's morale projects
- Planned company-wide luau event and coordinated supplies and resources from out-of-state
- Performed and assisted in coordinating 2 post-wide multicultural events (International Day and Asian Pacific Awareness Club's annual May Festival)

US Military Academy USCC F-3 - West Point, NY

10 August 2008 - 18 June 2009

Cadet Private, Squad Member

Developed good officership and leadership skills through followership.

Projects:

- Collaborated and designed original t-shirt in 1 hour for Protestant Sunday School Teachers club
- Painted 5'x7' company wall mural over span of 5 days at about 2-3 hours a day
- Edited 6-7 minute video compilation of company Sandhurst team's 8 hour competition in 1 day
- Taught, performed and assisted in coordinating over the course of 2 months for Asian Pacific Awareness Club's annual May Festival

Lutheran High School of Hawaii - Honolulu, HI

March 2007 - June 2008

Web Servant & Student Promotional Team (Volunteer)

Persuaded and collaborated with school administration to set up a website as an updated means of advertising the school. Designed, built, and maintained original website from scratch (HTML & CSS) over the summer.

Projects:

- Designed 7 original t-shirts for various school clubs and events
- Designed brochure, video, and slide presentations for promotional events

AWARDS

IT305 Award of Excellence (for Web Design) – United States Military Academy

April 2010

IT105 Award of Excellence (for Web Design) – United States Military Academy

October 2008

Digital Media & Design Award of Excellence – Mid-Pacific Institute of Technology

May 2006

Microsoft Office Suite
Including: Visio, Project*Content Management*
WordPress
Weebly
Wix

REFERENCES

Available upon request