



JENNIFER DI PALMA

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Mobile, Alabama
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EDUCATION

Master of Science (expected) 2015
Instructional Design & Development
University of South Alabama
Mobile, AL

Bachelor of Fine Arts 2009
Graphic Design
Savannah College of Art & Design
Savannah, GA

Bachelor of Arts 2006
Studio Art
Graphic Design Minor, additional studies in Chemistry
Spring Hill College
Mobile, AL

Software:

Adobe Photoshop, InDesign, Illustrator, Dreamweaver, Flash, QuarkXPress, Freehand, SwishMax2, Git Version Control, Microsoft Office, Mac/PC

Web Languages:

Proficient: HTML 4.01, CSS2
Familiar: Actionscript 2 & 3, ASP(VBScript), PHP, Javascript, Python, JQuery, XML

CMS:

WordPress, DNN

ORGANIZATIONS

American Society for Training & Development 2012
American Institute of Graphic Arts 2009-2010

ACCOLADES

TeleVox Software:

Remarkable Employee Award – May 2012, Oct. 2011, Dec 2010, Sept 2010, Feb 2010, Oct 2009
Hats Off (Colleague Recognition) – June 2011, May 2011
Constant Positive Attitude Award – Dec 2010
Perfect 10 Communication – Dec 2010
Memorable Client Experience Award – Sept 2010

Savannah College of Art & Design 2006-2008
Academic Fellowship

Spring Hill College 2006
Selected to design logo and website for the annual meeting of the Association of Jesuit Colleges and Universities

EMPLOYMENT

TeleVox Software, Inc.

Corporate Webmaster 2011-present
Partnered with a developer to maintain 3 corporate websites.
• Helped rebuild www.televox.com in 2011
• Maintain sales corporate demos built in Flash
• Build email templates for marketing team

Webmaster for Technical Services 2009-2011
Interacted with TeleVox clients to repair any website or email issue via phone, email, or LiveChat. Services included SEO recommendations, site redesigns, Facebook development, mobile site development, and HIPAA-compliant medical forms.

University of South Alabama 2009-2011
Center for Healthy Communities
Contract Web Designer
Responsibilities included maintaining three medical community websites, building SQL-based databases as needed, and redesigning or building any new websites as needed

University of South Alabama 2006-2008
College of Medicine Public Relations Office
Freelance Graphic Designer
Design projects for the College of Medicine include a seven piece poster series for USA Pediatric Specialty Clinics and an animated e-card invitation.

OSI Printing 2006
Graphic Designer, Pre-Press Specialist
Responsibilities included:
• layouts • editing • customer support
• imposition • retouching
• knowledge of both digital and off-set printing options

EXPERIENCE

Select Clients

American Lung Association
Digestive Health Specialists of the Southeast
Association of Jesuit Colleges and Universities
Alexandria Gastroenterology Associates
IBSjennifer for the Digestive Health Center
Archdiocese of Mobile, Office of Vocations
Spring Hill College