

**JEANNE MARIE WOLFE**

Phone: 727-483-0166

106 Lake Avenue SE Largo FL 33771 [www.jwolfedesignden.com](http://www.jwolfedesignden.com) [jeanne@jwolfedesignden.com](mailto:jeanne@jwolfedesignden.com)

## **WEB/GRAPHIC DESIGN AND SOCIAL NETWORKING**

### **Summary of Qualifications**

Skilled designer with 5+ years of writing, editing and Internet marketing  
Adept in social networking with FaceBook, MySpace, Twitter, LinkedIn, WordPress and Google+

### **Key Skills**

Adobe Illustrator	Adobe InDesign	Focused and detail oriented
Adobe Photoshop	Google Analytics	Self starter
Adobe Dreamweaver	FTP using Fetch and Filezilla	Excellent communicator
WordPress	Multi- Tasker	Successful tutor/teacher

### **Qualification Highlights**

#### **WEB/GRAPHIC DESIGN 2005-Present**

- Created custom web sites for clients using Adobe Creative Suites CS4 and CS5
- Communicated regularly with clients
- Delivered content in a timely manner
- Uploaded finished sites to Internet hosting services using FTP
- Worked with host C-Panels to set up business email accounts
- Set up PayPal payments for buyers with or without PayPal accounts
- Automated secure, seamless downloads of goods, including e-books

#### **GRAPHIC DESIGN 2005-Present**

- Created graphic art using Adobe Photoshop and Illustrator
- Designed fliers, logos, newsletters, business cards with Adobe InDesign
- Produced brochures signs and online and/or print-ready artwork
- Illustrated, edited and [self-published books](#) for digital and print sales
- Mastered both Macintosh and PC platforms

#### **E-COMMERCE 2009-Present**

- Successfully created, marketed and sold original fine and graphic artwork through online stores [CafePress](#), [deviantART](#), [Zazzle](#) and [Etsy](#) and <http://www.jwolfedesignden.com>

#### **EDUCATION**

- Pinellas Technical Education Centers  
Clearwater, FL Certification in Web and Graphic Design 2010
- HTML weekend classes, St. Pete Junior College
- Photography classes at St. Pete Junior College
- Studied dark room photographic methods at USF, Tampa
- Microsoft Word, St. Pete Junior College, Corporate Training Center

### **Internships**

- [Profit Gate Inc.](#) Largo, FL Search Engine Optimization 2009
- [Bar Products.com](#) Largo, FL Word Press Blogging and Graphic Design for product preparation and promotion 2010

#### **HONORS AND ACHIEVEMENTS**

- Adobe PhotoShop CS4 ACA Designation; Adobe Dreamweaver CS4  
ACA Designation; Adobe Flash CS4 ACA Designation 2010
- PTEC Student of the Month 2009
- Skills USA Second Place in Marketing and Design 2009
- Recipient of PACTE Workforce/Education Association US Congress Award 2009
- Pinellas County Arts Council Grant for supplies and study of fine art painting 2000

#### **MEMBERSHIPS**

- [Bay Area Macintosh Users Group of West Central Florida](#) Present

*Updated January 2012*