



VOICE
619.303.1099 *home*
619.757.8305 *mobile*

ONLINE
mail@kristawolff.com
www.kristawolff.com

EDUCATION

MASTER OF FINE ARTS

Graphic Design
3.9 GPA
San Diego State University
San Diego, California
May 2005

BACHELOR OF FINE ARTS

Graphic Design
High Honors
Rochester Institute of Technology
Rochester, New York
May 1997

ASSOCIATE OF APPLIED SCIENCE

Industrial Design
High Honors
Rochester Institute of Technology
Rochester, New York
January 1995

EXPERIENCE

QUALCOMM, INC.

POSITION: eLearning/Training Specialist DATES: January 2009 – present LOCATION: San Diego, California

DUTIES: Hired as a contractor to build training materials in preparation for the companywide rollout of the IBM Cognos Financial Planning software. Using Adobe Captivate, Photoshop, Acrobat, and Microsoft Office, I worked with Subject Matter Experts to build 7 hours of eLearning in addition to support material in the form of User Guides and Reference Cards. The project also entailed designing a set of icons and a navigation system, setting up wiki pages, and uploading and testing the curriculum on the Qualcomm LMS. I was also responsible for tracking the production status of each item and ensuring the training materials were rolled out to the users accurately and on time.

SYS TECHNOLOGIES, WEBTECH TEAM

POSITION: Senior Graphic/Web Designer for eLearning DATES: September 2006 – November 2008 LOCATION: San Diego, California

DUTIES: Worked in a team environment comprised of designers, programmers, instructional designers and Flash developers to design and build online courseware and websites for various clients including the Department of the Navy, Mitsubishi, Volkswagen of America, The Internal Revenue Service and many others. I also created, edited and published software simulations for the courses using Adobe Captivate. In addition to graphic support, from September 2007 to May 2008 I worked in production management of a large eLearning project for the Department of the Navy. This entailed tracking the team's progress and workflow as well as resolving issues on-the-fly and adhering to project schedules utilizing software including Microsoft Office and Sharepoint Portal.

VORTEX DATA SYSTEMS, INC.

POSITION: Graphic/Web Designer, Webmaster, and Instructor DATES: November 2004 – September 2006 LOCATION: San Diego, California

DUTIES: Sole designer responsible for all print and online marketing materials in an Information Technology training center. I also maintained commercial dynamic websites requiring knowledge in HTML, ASP, Flash, and CSS. I designed, built and implemented websites as well as redesigned and migrated the monthly email newsletter to a managed, trackable system to assist in sales and marketing efforts. In addition, as needed, I instructed corporate students in Macromedia Dreamweaver, Flash and Adobe Photoshop.

SCHOOL OF ART, DESIGN & ART HISTORY, SAN DIEGO STATE UNIVERSITY

POSITION: Adjunct Professor and Graduate Teaching Associate DATES: September 2005 – May 2006 LOCATION: San Diego, California
September 2001 – December 2004

DUTIES: Taught Art 344 (Design for the Internet), including topics such as up-to-date HTML and CSS techniques, layout, design, interactivity and navigation, using software such as Adobe Photoshop, ImageReady, Illustrator, and Macromedia Flash and Dreamweaver. Taught Art 240 (Digital Media), including topics such as raster and vector art, page layout, image compositing and web design. As a graduate student, I also assisted faculty in teaching Art 496 (Design for the Internet), and was a part-time lab technician in the Design Lab.

LAZER, INC.

POSITION: Graphic and eMedia Designer DATES: May 1999 – June 2001 LOCATION: Rochester, New York

DUTIES: Designed and built interactive and web-based presentations, website architecture, and Flash-based websites. Worked in a team environment to create food packaging and container design and production for a private label corporation. I also worked on in-house promotion and identity design, product photography, catalog design and production, copyediting and copywriting.

SCIENCE KIT & BOREAL LABORATORIES, INC.

POSITION: Production Specialist/Designer DATES: June 1997 – April 1999 LOCATION: Tonawanda, New York

DUTIES: Working with an art director, the two of us were responsible for the yearly design and production of two 1,000+ page science supply catalogs, along with various corporate print marketing projects. I also designed and built a multimedia CD-ROM to accompany the catalog.

SKILL SET

CREATIVE

Adobe Creative Suite:
Photoshop, Illustrator, InDesign,
Fireworks, Flash, Acrobat
Adobe Captivate
QuarkXPress

TECHNICAL

Mac and PC platforms
working knowledge of:
HTML, CSS, ActionScript, WordPress

ADMINISTRATIVE

Microsoft Office
Microsoft SharePoint