



Susan Kell

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Web site: www.kellswood.com/design

Summary:

A design professional and small business owner with a varied background, who can provide creative solutions which will achieve your goals and fit your budget and deadlines.

- Experienced web page and print designer
- Freelancer and teacher of calligraphy and illumination
- Supported and managed Information Systems for manufacturing firms
- Served in administrative and bookkeeping roles within business, health care and other organizations
- Accustomed to dealing with confidential financial, engineering and personal information, and with ensuring fiscal calendar, audit and project deadlines are achieved
- Literate, organized, adaptable, creative and capable

Software: Adobe – PhotoShop, Illustrator Image Ready, In Design (page layout, like Quark), Acrobat
Macromedia – Flash MX, DreamWeaver MX
Microsoft – Word, Excel, Access, PowerPoint
Other – HTML, DHTML, XHTML, CSS, JavaScript, PHP, MySQL, various browsers

Design Accomplishments:

My portfolio can be viewed on-line at my website (above) and includes:

- Web site and corporate identity collateral for SplatWare, Inc., and graphic elements for Splat software, for which I was honored with a **2004 American Graphic Design Award**.
- Web sites and/or corporate identity elements for a recording studio, a tailor, an outdoor gear store, a needlework instructor and designer, several realtors, a printer, and other diverse clients.
- Printed materials used in business advertising, promotion of a theatrical production and custom-imprinted items.

Credentials and Education:

- **Clark University**, Framingham, MA – Visual Communications Master Certificate Programs in **Graphic Design** and **Digital Multimedia**
- Member of the HTML Writers Guild and the International Webmasters Association
- **Bentley College**, Waltham, MA – **B.S. Accounting**, *Magna Cum Laude*
- Various professional and technical classes related to management and supervision, and to programming, support and administration of IBM midrange information systems

Employment History:

1982 to present	Kellswood Design and Krafts , Framingham, MA Owner – Designer – Artisan
10/99 to 6/03	The Entwistle Company , Hudson, MA Information Systems Manager, Programmer/Analyst
7/91 to 10/99	Nidec America – Power General Division , Canton, MA Information Systems Manager, Programmer/Analyst
11/89 to 6/91	Independent Consultant , self-employed IBM midrange systems analyst and programmer
5/80 to 11/89	General Scanning, Inc. , now GSI Lumonics in Wilmington, MA M.I.S. Supervisor/Programmer
7/76 to 5/80	Preterm, Inc. , formerly in Brookline, MA Assistant Treasurer