

# ANDREW SLANE

127 West Vine Street • Apartment B • New Wilmington, PA 16142

724.977.5836

slaneaw@gmail.com

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## GRAPHIC DESIGNER AND WEB DEVELOPER

*Meticulous – Stylish – Flawless*

Accomplished professional with extensive experience at a major dot-com. Portfolio includes a diverse list of clients and mediums including both web and print. Focus within the PC gaming industry for the last four years. Proficient in Adobe Photoshop and Flash, xHTML, CSS, Javascript, PHP, and MySQL. Also proficient in all Microsoft Office products. Strong team-working and multitasking skills, successfully completes project within time and budget constraints.

## PROFESSIONAL EXPERIENCE

The Mathematical Association of America – Washington, DC

***Administrative Assistant (January 2010 – July 2010)***

Managed the office of the Secretary of the Association.

Maintained a database of the councils and committees, recorded minutes at meetings of the governing bodies, and performed routine clerical tasks.

Routinely used Microsoft Office products to perform mail merges, create invoices and reports, and track office expenditures.

Banana Republic Factory Store – Grove City, PA

***Sales Associate (September 2009 – July 2010)***

NewWorld.com, Inc. – Dallas, TX

***Web & Graphics Designer (October 2006 - Present)***

Developed graphical assets for a variety of mediums including, but not limited to, websites, logos, banner advertisements, and printed advertisements.

Assisted in the coding of company assets using PHP, MySQL, Javascript, and xHTML.

Westminster College Linux Lab – New Wilmington, PA

***Administrator (August 2007 to May 2009)***

Maintained a lab of eleven, networked computers running Gentoo linux.

Converted the lab from a NIS-based authentication system to an LDAP-based authentication system.

Implemented a dynamically accessed VNC system.

## EDUCATION

Lake Erie College of Osteopathic Medicine – Erie, PA  
*Doctor of Osteopathic Medicine (2014)*

Slippery Rock University – Slippery Rock, PA  
*Fifteen Hours of Graduate-Level English Courses (2010)*

Westminster College – New Wilmington, PA  
*Bachelor of Science in Computer Science (2009)*

## AWARDS AND ACCOMPLISHMENTS

Associate of the Month  
*Banana Republic Factory Store (November 2009)*

EMT-Basic Certification  
*State of Pennsylvania (February 2009)*

J. Miller Peck Computer Science Scholarship  
*Westminster College (April 2008)*

## PROFESSIONAL REFERENCES

### **Dr. Barbara T. Faires, Secretary**

The Mathematical Association of America  
Westminster College  
Box #15  
New Wilmington, PA 16172  
(724) 946-6268  
[fares@westminster.edu](mailto:fares@westminster.edu)

### **Angel Munoz, CEO**

NewWorld.com, Inc.  
P.O. Box 670663  
Dallas, TX 75367-0663  
(972) 619-3000 x200  
[angel.munoz@newworld.com](mailto:angel.munoz@newworld.com)

### **Dr. C. David Shaffer, Associate Professor**

Westminster College  
Department of Mathematics and Computer Science  
New Wilmington, PA 16172  
(724) 946-7292  
[shaffecd@westminster.edu](mailto:shaffecd@westminster.edu)