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Marisol Flores

Experience:

Creative Project Manager **Livemercial Inc.** *Jan. 2009 to present*

- Manages 10 creative team members which includes designers, web developers and video editors
- Develops and tests process solutions to improve production efficiency
- Collaborates with client services, programming, media and creative departments to produce high-quality websites and meet deadlines
- Designed a website for 2009 ERA (Electronic Retailer Association) Annual Awards
  - Finalist, *Best DR Website Design* (www.perfectbrownie.com)

Graphic / Web Designer **Livemercial Inc.** *Apr. 2006 to Jan. 2009*

- Translates and builds sites in Spanish
- Coordinates with media department to deliver banners by deadline
- Designs and creates flash animations, flash banners and e-mails
- Trains new production employees as necessary

MAC Operator **Foster Printing Services Inc.** *Jan. 2005 to Feb. 2005*

- Reviewed clients' documents for correct format and color
- Prepared documents to be sent to press
- Edited document properties as ordered by the client

Graphic Designer **Woman's Athletic Club of Chicago** *Apr. 2002 to Aug. 2004*

- Deployed, administrated and maintained overall architecture for www.wacchicago.com
- Created brochures, flyers, letterhead and general publications
- Performed basic IT duties including hardware and software installation
- Photographed special events

Website Administrator **The Council for Adult and Experiential Learning (CAEL)** *Apr. 2000 to Oct. 2001*

- Led strategic team to define, execute and manage Internet strategies
- Consulted with marketing department to ensure that the new web site branding reflected CAEL's marketing objectives
- Maintained databases in IIS used to collect information from the Internet
- Established desktop interfaces and training sessions
- Created front-end interfaces for databases

Marketing Associate **The Council for Adult and Experiential Learning (CAEL)** *Dec. 1997 to Apr. 2000*

- Integrated new design technologies into the www.cael.org site
- Developed and enhanced user appeal and functionality
- Helped customize new web program for sales calls

Software: A*dobe Creative Suite*, *Microsoft Office*, *Dreamweaver*, familiar with *JavaScript*, and *ASP*

Bilingual: Speaks and writes effectively in Spanish and English

Education: Robert Morris College — Chicago, IL
Bachelor of Science in Business Administration — July 1997
Associate Degree in Applied Science — November 1995