

Oksana Shemet Shaddock, US Citizen

www.Oksana.org; www.OksanaShemet.com; www.ShemetDesign.com

202-372-5540 Oksana@ShemetDesign.com

Lead Graphic Designer/Multimedia Specialist /UI Developer

Key Qualifications

- Business and art professional with an MBA in Information Systems with knowledge and expertise in a variety of art forms
- Excellent organizer and communicator with the ability to project and elicit interest, enthusiasm, and energy
- Strong conceptual skills; able to translate ideas into tangible products.
- Areas of expertise include website and graphical design, including interface layout, typography, aesthetics, information architecture, usability testing.
- Full website implementation lifecycle including prototyping, HTML, CSS coding, Flash animations, graphical and multi-media enhancements, user interface design, accessibility guidelines, cross-platform compatibility, usability testing and information architecture analyses and redesigns.
- Skilled in broad range of web and graphic design tools, media formats and languages.
- Strong commitment to and understanding of international development issues.

Education and Certifications

09/2009 - Certificate "The Art of Teaching in Art Institutes" (Teaching Methodologies), Washington, DC

03/2009 -In progress **ED.D. Instructional Leadership**, Argosy University

2002 - **M.B.A., Information Systems**, Southeastern University, Washington, D.C.

2004 - **Continuing Education, Graphic Design and Fine Arts**, Corcoran College of Art and Design, Washington, D.C.

1995 B.A. in Fashion Design Technology St.Petersburg University of Technology and Design, St. Petersburg, Russia

1996 Certificate in Fine Art Academic Drawing and Composition, The Ilya Repin Academy of Fine Arts, St. Petersburg, Russia

Employment History

Adjunct Faculty, Web Design & Interactive Media, Game Art & Design, Art Institute of Washington, Arlington, VA

October 2006 – present

Teach courses in Computer Applications for Arts; Interface Design; Print; Usability Test Analyses; Information Architecture; Website Design and Production

Prepare materials and tutorials to encourage and stimulate young designers in the field.

Assist each student in web design and producing pages using HTML, CSS, JS and analyze, discuss modern technology tools for modernizations of the Interfaces Architecture, Usability Testing and Accessibility with 508 compliance. Teaches CMS applications: Joomla, Drupal, WordPress.

User Interface /Graphic Designer, DCG Pricing consultants, - Manassas, VA

May 2009-present

Designed prototype for the search engine (used: Photoshop, Illustrator, XHTML, CSS)

Developed front- end tests and launching <http://Woosnap.com>, <http://www.PWFind.com>;

developed client's sites with CMS Joomla; use XHTML, CSS; develop UI for clients

websites; work on advertising materials for clients and internally; Designed printed materials

User Interface /Graphic Designer-Developer, American Institute of Architects; American Society of Landscape Architects, - Washington, DC

November 2008 - February 2009 (contracts)

Oversee and maintain companies websites:

Graphic Design and manipulation Images for existing websites and portals.

Publish on line news; design and produce interfaces using HTML, CSS, JS (ASLA.org).

Improve Information architecture and design necessary websites for support on line publishing (ASLA.org)

Support and maintain Content Management System for organization's publishing (Ektron (ASLA.org); Stellent (AIA.org))

Oversee and maintain On-line publishing

Preparing images for launching (AIA.org). Maintain library of the images.

Interface Design/Information Architecture Analyses, DC.gov –Washington, DC

August 2008- November 2009 (contract)

Oversee and Analyze Information Architecture DC.gov existing website;

Create few versions Website Interface for Homepage and cluster pages.

Lead Multimedia Graphic Designer, Foreign Service Training Center - Arlington, VA

March 2006 – July 2008

Create and implement comprehensive Interface Design projects for distance learning courses at the Foreign Service Institute, U.S. Department of State, based on detailed project objectives and requirements. Produce supplementary Print materials for the courses.

Maximize graphic appeal of the distance learning Web sites and achieve instructional project goals using creative art forms. Develop Interface design for Online training in Photoshop and/or Illustrator. Use Photoshop and Illustrator for content design and Photography designs and collages.

Make visual materials meeting the web standards, usability and user-centered design implementations and designs meeting 508 compliant.

Make CSS implementation for multiple browsers.

Increase the speed and quality of designs while meeting tight deadlines through collaboration with government customers and distance learning course development teams.

Oversee the work flow for large assigned projects; identify priorities for successful completion of assigned projects; make essential decisions on conceptual design aspects of projects based on available materials and design priorities and planning.

Collaborate with other team members while maintaining an overview of all process flows and artistic aspects of graphic design and design constraints involved with 508 compliances.

Present design layouts to a wide variety of clients using effective communication and presentation skills

Receive U.S. Department of State Certificate of Appreciation in recognition of expeditious design of an enormous number of creative, high-quality graphics for the distance learning course.

Receive FSI Certificate of Appreciation for creative work.

User Interface Designer-Developer/Instructor, Computer Instruction Corporation - Arlington, VA

May 1998 – present (2003-present - part-time consultant; 1998-2003 full time)

Responsibilities include all aspects of the client relationship such as communicating with clients about the methodology, deliverables, graphic interface for their web pages, enhancing the navigation, and usability of their sites.

Consult with a number of customers on design issues for website interfaces in The Washington DC area. Web site designs include consideration of usability issues, such as project life cycle and the billing functions of the customers' company.

Manage and set up sites for clients with IIS, develop websites using HTML, CSS, DreamWeaver.

Designed the CI Corporation portal (Cicorp.com), including subject pages, graphics for product and marketing materials, and web interfaces in compliance with 508 accessibility standards.

Designed professional user interfaces for existing web-based systems in collaboration with technical team.

Produced original graphics and illustrations for print and Web. Worked with such clients as the World Bank, Walter Reed Institute of Research, National Council for Interior Design Qualification, Environmental Protection Agency, and Smith Group.

Other responsibilities include periodic revisions and additions to current websites.

User Interface Designer, U.S. Pharmacopeia - Rockville, MD

January 2006 - February 2006 (contract)

Worked on user interface analyses and information architecture of www.usp.org and electronic store of the company products.

Built wire frames and page flow schematics. Used such software as MS PowerPoint, Visio

Art Director, G&A Advertisement Agency - Bethesda, MD

June 2005 - December 2005

Was responsible for coordinating, designing, and coding several customers' Web site listed in my portfolio site: Marlo Furniture and Real Estate business in the Chesapeake area.

Optimized and tested websites for usability.

Strategized and implemented user interface concepts and designs, with focus on aesthetic and functionality of a website.

Assured consistency of page in web sites through creating, coding, and implementing web page templates. Used CSS/Style Sheet for layout consistency and maintenance purposes. Produced rich and engaging Web content using action script and Flash MX animations.

Web Developer, National Institute of Health - Rockville, MD

February 2005 - May 2005 (contract)

Worked on the large scale NIH websites, on the back-end development for 40 existing NIH websites enhancing coding.

User Interface Designer, Potomac Electric Power Company (PEPCO) - Washington, DC

September 2004 - February 2005 (contract)

Was responsible for developing Web sites for the corporate internet development projects (<http://Pepco.com>) within the Internet and Media Communications Department.

Collaborated with the media team to design professional user interfaces for existing web-based systems. Enhanced the architecture of existing sites through collaboration with the department team.

Integrated new interface designs using Cascading Style Sheets technology to the sections of existing site.

Created new content layouts. Worked with department representatives on planning and analyzing the Pepco site for redesign.

Created templates for sections of the site, updated web sites with new content.

Graphic Designer News, WTTG-FOX 5 / WDCA-UPN 20 - Washington, DC

May 2004 - August 2004 (contract)

Developed the concept and developed the design, and creation of still and animated on-air graphics for news programs.

Used Quantel video editing equipment.

User Interface/Graphic Designer, United Nations High Commissioner for Refugees - Washington, DC

February 2004 - May 2005 (contract)

Contributed to the development of design projects for World Refugee Day 2004, 2005 in Washington, DC. Designed and launched website for the World Refugee Day (<http://www.usaforunhcr.org/worldrefday>).

Created user-friendly web interfaces in compliance with the U.N. accessibility standards. Designed professional user interfaces for existing web-based systems in collaboration with technical and managerial team.

Created Flash video fragments.

Received several Certificates of Appreciation from the United Nations High Commissioner for Refugees.

Marketing Coordinator, Michael Baker Corporation - Alexandria, VA

September 2003 - December 2003 (contract)

Developed image proposals and advertising materials, as well as technical drawings and explanatory materials for customers.

Produced proposals, met strict deadlines, and developed a sophisticated attention to detail, effective decision-making abilities, document organization and editing skills, extensive knowledge of business services.

Honors/Awards

2007 - U.S. Department of State Certificate of Appreciation in recognition of expeditious design of an enormous number of creative, high-quality graphics for the distance learning course.

2006 - FSI Certificate of Appreciation for creative work.

2004-2005 - United Nations High Commissioner for refugees Certificates of Appreciation.

Computer Skills

Macintosh & PC platforms (Win 98/XP), UNIX, Quantel (video production)

software & languages: HTML, CSS, JS, some ASP, PHP;

IIS management, (working experience) networking ,

Database design: (working experience) SQL, Access, Netsuite,

Content Management Systems: Joomla, Drupal, WordPress, Ektron, Stellent

PhotoShop, Illustrator, Dreamweaver, Flash, Flex, Actionscript, Adobe Acrobat, Life Cycle; Suitcase, Visio

Video: AfterEffects; Print: InDesign, QuarkXPress; Photography;

Working experience 3D: LightWave, 3DMax; SolidWorks

Publications

Exhibited Artwork at the University Club in Washington DC, March 2004

National Geographic Society 2005.

Art Institute of Washington/Montgomery College – Annual 2005-2006 show with Illustrators Club Washington, DC chapter

Art Institute of Washington – Annual Faculty Show, March 2009, December 2009, February 2010

Illustrators Club – Annual Show 2010

Professional Affiliations

Illustrators Club, DC chapter

STC - Society of Technical Communication, DC chapter.