



# Teresa Sundholm

Email: [teresasundholm@gmail.com](mailto:teresasundholm@gmail.com) • Website: [www.teresasundholm.com](http://www.teresasundholm.com)

## OBJECTIVE

Use design and technical skills to create websites/graphic design for marketing or online training. Conduct design and technology training in keeping with my skillset.

## SKILLS

### DESIGN

- Graphic design/Website design
- Accessibility/Universal design
- User interface design
- Multimedia design
- Instructional design
- Pre-press print production
- Typography

### SOFTWARE/CODE SKILLS

- Adobe Creative Suite
- HTML and CSS
- MAC and PC platforms
- Database
- Microsoft Office
- Learning/Content Management Software
- Adobe Captivate

### TEACHING/TRAINING SKILLS

- Instructional Assistance
- Working in classroom
- Curriculum development
- Conduction of demonstrations
- One-on-one instruction, tutoring
- E-learning development
- Develop accessible online training

### ADMINISTRATION SKILLS

- Detail oriented
- Organized and Reliable
- See tasks through to completion
- Work well with deadlines
- Work well with a team
- Problem solver/troubleshooter
- Positive attitude
- Interpersonal skills/Communication skills
- Project Management

## EXPERIENCE

- **Lead Designer** – Meditech PCS Training, Local Hospital/CSUMB, 2010-present
- **Instructional Assistant** – Media Tools, ITCD CSUMB, 2008-2010
- **Production Artist Internship** – Strategic Communications, CSUMB, 2009-2010
- **Independent Web Contractor** – CMS Web Re-Design, Blue Pacific Computer, 2009
- **Co-researcher** – Educational Computer Games in K-12 Environment, MROW Grant, 2009
- **Library Assistant** – MPC, CSUMB, 2003-2008

## EDUCATION

- Masters of Science in Instructional Technology: CSU Monterey Bay, 2010
- Bachelor of Science Information Technology Communication Design: CSUMB, 2009

## ACCOMPLISHMENTS/RECOGNITIONS

- AECT 2009 Conference, Presentation of Research Project
- Macworld 2009 Digital Art Contest - Artwork displayed in Gallery