

Eunice Baiden

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PROFESSIONAL PROFILE

Current college student studying design. Committed to creating healthy, enjoyable and secure environment that combines art and science. Strong technical background with the ability to multitask, pay close attention to details and learn quickly.

- AutoCAD
- Microsoft Office
- Web Design/ CSS/HTML
- Organized and Accurate
- Adobe Photoshop
- Alternative Image Editing Software
- Adobe Flash
- Quality Control
- Data Entry

EDUCATION

Ivy Tech Community College
Associate Degree: Design Technology
Indianapolis, IN
August 2009- Present

RELEVANT COURSES

- Advanced CAD
- Statics
- Physics I
- Speech
- Residential Design
- Architecture I & II

AWARDS RECEIVED

Ivy Tech Community College Dean's List
Spring 2010— Fall 2010

EXPERIENCE

Global Vision Children's Network
Indianapolis, IN
June 2010- December 2010

Website Manager

- Created and managed organization website utilizing my Photoshop, CSS, and Html skills
- Able to use other Alternative Programs such as Paint.net to make sophisticated Logo

Tropical Food
Indianapolis, IN
January 2008 – December 2010

Inventory Assistant

- Examine products or materials, and packaging for damage, defects, or shortages, using charts
- Helped stock products and assembly work and packaging of products

DaySpring Career Institute
Indianapolis, IN
January 2006 – June 2010

Office Manager Assistant

- Performed faxing, photocopying and filling duties
- Perform quality control checks including comparing part to print