



Jordan K. Hardy
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Skills

Front End Development
Cross-Browser Compatibility
Responsive Web Design
Layout

CMS

Wordpress
Drupal

OS

Mac
Windows

Languages

HTML / XHTML / HTML5
CSS / CSS3
PHP
jQuery
Actionscript 3.0

Software

Photoshop CS3-6
Illustrator CS3-6
Flash CS3-6
InDesign CS3-6
AfterEffects CS3-6
Acrobat
Microsoft Office
Coda/Notepad++

Education

Art Institute of Washington, Arlington, VA.

Expected Summer 2013

BFA, Web Design & Interactive Media

GPA: 3.0

Experience

American Medical Informatics Association, Bethesda, MD.

February 2013 - August 2013

Web Design Intern

- Coordinated workflow operations with the Webmaster to create new web pages such as news releases, resources, and corporate member profile pages with graphics on Drupal CMS.
- Worked closely with marketing team to create clean and creative email templates for online communications.
- Maintained and updated blog on Wordpress CMS

The Art Institute of Washington, Arlington, VA.

July 2011 - November 2012

Student Leader

- Academic Support Center student web design tutor.
- Worked as a teaching assistant.
- Proctor for student entrance exam.

The Harwood Institute for Public Innovation, Bethesda, MD.

September 2009 - April 2010

Internship

- Used Adobe Creative Suite and Microsoft Office to complete tasks as needed.
- Maintained the organizations website.
- Created graphics, edited short films and made web pages for events upon request.

Conference Management International, Bethesda, MD.

April 2006 - August 2009

Consulting Work

- Worked in the Bethesda Hyatt Hotel Business Center assisting guests.
- Made copies, sent faxes, sent and received packages for guests via the Business Center.
- Experience working at the DC Convention Center setting up displays, checking in attendees, assisting vendors and presenters.