

MY VISIONS

My vision is to become a recognized photographer and webdesigner with satisfying customers. I want to see my customer with a big smile on their face saying "Very nice, exactly the way I wanted".

It is my expectation that I will keep my creativity, develop and always be in the frontline.

PERSONAL PROFILE

I have a solid background in administration and a strong interest and talent for layout, combined with technical knowledge. I am a very good photographer and have a good eye for details and have an artistic mind. I am an outgoing, independent and creative individual, full of initiative and with a positive attitude. I enjoy learning new methods. I am very organized and work fast and efficiently. My English skills are good, both written and spoken. I have very good IT skills and I am proficient in using the Adobe packages as well as other data programs.

EMPLOYMENT HISTORY

2007- SELF-EMPLOYED - WEB DESIGNER/GRAPHICAL DESIGNER/PHOTOGRAPHER

Bee Thalín Layout & Foto

Web production. Working with html, Dreamweaver, stylesheet, Flash, Photoshop, InDesign, Illustrator, Corel Draw, Adobe Acrobat, m.m. Production of presentations, brochures, logos, advertisements. graphic production, packaging design, media, web design, photograph.

2002- WEB DESIGNER/GRAPHICAL DESIGNER

Hifab International AB

Web production. Managing web editor. Working with Episerver, Html, Dreamweaver, Flash, Photoshop, InDesign, Corel Draw, Adobe Acrobat, Stylesheets, Javascript, Database. Production of presentations, brochures, logos, advertisements. graphic production, packaging design, media, web design, photograph. Marketing assistant.

1999- MANAGING WEB EDITOR

Ericsson Enterprise AB

I was responsible for the web production, design and updating of the company's Intranet. My job role included working with Html, Dreamweaver, FrontPage, Flash, Photoshop, Adobe Acrobat, Stylesheets, Javascript, database management as well as project management.

1998-99 CONSULTANT

Proffice

I worked as a temporary consultant on various assignments with a wide range of companies. My job role was varied and included working as a marketing assistant, personal assistant and webmaster/webdesigner.

1988-98 VD ASSISTENT

Swedish International Services – Swedserv AB

My job responsibilities included office management, design and production of presentation materials as well as web design. I also provided basic IT support such as problem solving, installation of software, maintenance of client database and project documentation. I also worked with event management – administering international conferences and assisting our international clients with presentation materials and documents.

1988-93 SELF-EMPLOYED**Texthalin/Matthalin**

I ran two separate businesses – one providing secretarial services and the other a carpet cleaning service.

1989-93 CONSULTANT**Team-Work Skrivbyrå (currently Manpower)**

Part-time secretarial work.

1985-86 MUSIC TEACHER**Värmdö Kommun**

I was working as a music teacher in primary school.

1983-84 OFFICE ASSISTANT/SECRETARY**Spri (Statens Planerings- och Rationaliseringsinstitut)**

I worked at the editorial office producing overhead-materials, layout, illustration, filmsetting and copy. I also had other typographical job tasks such as filmsetting brochures and publications.

EDUCATION

| YEAR | COURSE | SCHOOL | DURATION |
|---------|---------|---------------------------------|---------------------|
| 1996 | Spanish | Universidad de Quito, Ecuador | 6 weeks |
| 1994 | Spanish | Forrester, San José Costa Rica | 6 weeks |
| 1991 | Spanish | Forrester, San José, Costa Rica | 6 weeks |
| 1983-85 | Music | Kulturama | 2,5 years part-time |

IT COURSES

| | | |
|------|------------------------------------|-----------------------------|
| 2001 | Flash, Dreamweaver | BEDA Utveckling |
| 2001 | Adobe Acrobat | Informator |
| 2000 | Database design for web developers | Ericsson |
| 2000 | WML | Ericsson |
| 2000 | Photoshop | BEDA Utveckling |
| 1999 | Photoshop, advanced | BEDA Utveckling |
| 1999 | FrontPage | Learning Tree International |
| 1999 | Interactive web | Nordisk Datautbildning |
| 1999 | Interactive web with JavaScript | Learning Tree International |
| 1997 | Corel Draw | Insikt |

PERSONAL INTERESTS

I have many interests but layout, computers, music, animals and nature are my favourite pastimes. I also enjoy travelling, preferably to countries far away with my camera slung across my shoulder. I like exotic cooking and often invite friends for dinner and slide shows from my travels. I sing, play the piano and guitar. I have led two jazz song groups and I am also part of a musical performance group..

WEBSITES

<http://hem.passagen.se/vithalin/intro.html> (my personal website)

<http://hem.passagen.se/allezklubben/index.html> (website for Allezklubben - a bird dog training group)

PROJECT PLACEMENTS

2002-01-07-- 02-15 Stockholm City Theatre

I developed the theatre's new website using design templates from Icon Medialab. This job included working with HTML, ASP, Javascript, frames, image editing and copy texts. Apart from working directly in the source code, I also worked in FrontPage 2000 and Adobe Photoshop.

REFERENCES

Will be provided upon request.