

## Kenneth Lindbloom

Web <http://www.kmlportfolio.net>

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### Career Objective

Seeking a part-time technical position that will draw on previous experience, as well as provide new challenges.

### Summary of Qualifications

#### Office Work

- Able to set up and configure a basic network in a Windows environment with file and printer sharing enabled.
- Has previous experience answering calls and taking messages on multiple phone lines during work as a Receptionist, Customer Service Representative, and Delivery Expert.
- Exhibits excellent oral and written communication skills. Easily able to assist non-technical individuals with technical problems and projects.
- Possesses previous experience in data entry and web site maintenance.
- Able to work with common office programs including Publisher.
- Does not smoke or drink. Always ready to work.

#### Web And Graphic Design

- Able to create or maintain web sites using WYSIWYG editors or through editing html by hand.
- Able to create and edit graphics, illustrations, and logos using industry-standard programs.
- Able to create and edit video and audio content.
- Able to create 3D models, scenes, and animations.
- Able to create, configure, and maintain dynamic web sites using content management systems.
- Able to work together with single client or group to complete project.

### Education

#### High School Diploma

2005

Spring Cypress Presbyterian Schools, Spring, TX

#### Some College

Tomball College, Tomball, TX. Over twenty five credit hours taken.

### Employment History

2007 to Present	<b>Digital Assistant (off-site)</b>	Pam Sitterly (Realtor), Magnolia, TX
2007 to Present	<b>Web Designer</b>	Nicas En Texas, Houston, TX
2007 to 2008	<b>Receptionist/Admin Assistant</b>	Olde Homestead Properties Of Texas, Magnolia, TX
2007 to Present	<b>Web Designer/Logo Design</b>	Hobart And Cornell Productions, Houston, TX
2007 to 2007	<b>Video Editor</b>	Steel Fitness, Houston, TX
2007 to 2007	<b>Web Designer/Logo Design</b>	Blackmon Photography, Houston, TX
2007 to 2007	<b>Web Designer</b>	A Piece Of Cake Partees, Houston, TX
2005 to 2007	<b>Web Designer</b>	Lone Star Recreation, Houston, TX

## Skills

- Familiar with blogs (Nucleus) and content management systems (Mambo, phpWebSite, and Drupal).
- Familiar with Front Page, Dreamweaver, and NVU WYSIWYG editors.
- Familiar with FTP. FTP Commander is program of choice.
- Familiar with Photoshop, Illustrator, GIMP, and Manga Studio.
- Familiar with Autodesk 3d modeling and animation program, 3ds Studio Max 9.
- Familiar with Windows versions including 95, 98, 2000, and XP. Also have some experience with Linux distributions including Knoppix, Ubuntu, and Backtrack.
- Familiar with common office programs including Word, Excel, Power Point, and Publisher.
- Familiar with other programs includes Motion Studio (flash animation), Windows Movie Maker, and Audacity.

## Activities and Honors

- Tomball College Theater. Tomball, TX, 2006 to 2007. Competed in Texas Community College Speech And Theater Association Play Festival as part of *The Dining Room* and won an Excellence In Acting Award and the Bill Morton Memorial Acting Challenge Award (Best Ensemble Cast). Played leading role in *Star Spangled Girl*.
- 1st Place Science Fair Award (engineering) - SCPS. Spring, TX, 2002 to 2005. Competed in high school science fair in engineering category and won first place three years in a row.
- Mission Trip - Ministries In Action. St. Vincent, The Caribbean, 2003 to 2005. Participated in the construction of a church and running a vacation Bible school.
- Varsity Golf - SCPS. Spring, TX, 2004 to 2005. Played on SCPS' varsity golf team in senior year.
- Student Government - SCPS. Spring, TX, 2002 to 2005. Participated in student government, sophomore through senior year. Held offices of Treasurer, Student Representative, and President.