

Janet F. Dixon

651-243-2545 – Google voicemail

jfdixon11@gmail.com

Portfolio: jfdixondesigns.com

Skills and Strengths

- ❖ HTML, CSS and some JavaScript
- ❖ Adobe Dreamweaver, Photoshop, Illustrator, Cs6
- ❖ Mac and Windows operating systems
- ❖ Digital and 35mm photography
- ❖ Microsoft Office
- ❖ Coordinating and organizing
- ❖ Cooperative learning
- ❖ Teaching, training, tutoring

Education

Web Design, Visualization Technology	Certificates	Saint Paul College St. Paul, MN
Artist Mentoring Program	Protégée	Textile Center of Minnesota Minneapolis, MN
Adult Education	M.A.	University of Minnesota Minneapolis, MN
Technical Illustration and Commercial Design	B.S.	Bemidji State University Bemidji, MN

Work Experience

- Freelance Web Design** January, 2013 - present
- Design websites and logos
- Bakery Worker, Great Harvest Bakery** November, 2011 – present
- Prepare dough for baking, package baked goods, serve customers and use cash register
- Tutor, Writing Center, Saint Paul College** June, 2012 – May, 2013
- Provided assistance to students seeking help with writing skills
- ESL/ABE Teacher, Anoka Hennepin School District** August, 1991 – June, 2011
- Prepared lesson plans and taught English as a Second Language (ESL), Adult Basic Education (ABE), and GED preparation classes
 - Designed curriculum for and implemented a high level ESL class