

EMMA S. DAVIS

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Portfolio: emadav.wixsite.com/portfolio

LinkedIn: www.linkedin.com/in/ema-dav

EDUCATION

BALL STATE UNIVERSITY, MUNCIE, IN

Emerging Media Design and Development, MA – May 2026

PURDUE UNIVERSITY, WEST LAFAYETTE, IN

Web Programming and Design, BS – May 2024

Minors – Spanish Language and Women, Gender, and Sexuality Studies

EXPERIENCE

AUGUST 2024 – PRESENT

GRADUATE ASSISTANT

BALL STATE UNIVERSITY, MUNCIE, IN

Organize and update program websites, design and copyedit alumni newsletter, support faculty research projects, coordinate department event planning, assist with reviewing and grading student materials

OCTOBER 2021 – JULY 2024

TECHINICAL SUPERVISOR

PURDUE IT, WEST LAFAYETTE, IN

Manage student employees, track employee performance, update department's internal website, assist customers with Purdue software and account issues, service lab computers and printers

MAY 2024 – JULY 2024

DESKTOP PUBLISHING INTERN

SDI INNOVATIONS, LAFAYETTE, IN

Format school datebooks in Adobe InDesign for print publishing, copyedit school handbook materials, design 12-month planner spreads

MAY 2023 – JULY 2023

IT PLATFORM ENGINEER INTERN

SEVEN CORNERS, CAMEL, IN

Create workflow implementation for company-wide customer documentation in Salesforce, collaborate with outside departments to optimize out-facing sales

REFERENCES

Dr. Jennifer Palilonis, George and Frances Ball Distinguished Professor of Multimedia Storytelling | jageorge2@bsu.edu | 765-285-8216

Mr. Matt Lowe, Project Manager | mrlowe2@bsu.edu | 765-285-3504

Ms. Theresa Morgan, Systems Technician Administrator | theresa@purdue.edu | 765-494-1597

SKILLS

Technical

- Adobe Creative Suite
 - Photoshop
 - Illustrator
 - InDesign
 - Premiere Pro
- Coding Languages
 - HTML/CSS
 - Java/JavaScript
 - Python
 - SQL
- Web Builders
 - WordPress
 - Wix
 - SquareSpace
- Additional Tools
 - Figma
 - Canva
 - Salesforce

Professional

- UI/UX workflows
 - User-centered design
 - Iterative prototyping
- Project Management
 - Scrum workflows
 - Trello, Monday
- IT Service Experience
 - Software and hardware troubleshooting
 - DUO multi-factor authentication
- Data Visualization
 - Data mining
 - Tableau
- Spanish fluency
 - Intermediate