

Curriculum Vitae

Name Maria Ivanova

Address Croydon, Surrey
United Kingdom

Phone Available upon request

Mobile Available upon request

E-mail Please use my website contact form at
www.marivaweb.com/contact.html

Website / Portfolio www.marivaweb.com

Desired employment / occupational field Web/graphic designer and developer

Objective I have extensive experience in website design and have worked on several small web design projects as well as print, media and identity design.
My goal is to achieve further professional development, expand on current knowledge of clean standards and usability.
I am looking for an environment that promotes creativity and allows for growth.

Work experience

Employer **Freelance web designer / developer**

Dates 2003 – current

Position Held Freelancer

Responsibilities I have worked on several small web design projects. Also have done some print design and skinning work.

- Client: Furshtuk
Business type: Children Party Club
Project: Design and development of flash intro and website
Technology: Adobe Flash, XHTML, CSS, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver
Completed: May 2008
Link: <http://www.furshtuk.com>
- Client: Ivan Peychinov
Business type: IT Consultant
Project: Design and development of static website
Technology: XHTML, CSS, PHP, JavaScript, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver
Completed: work in progress
Link: <http://www.supern.org>

- Business type: Online portfolio
Project: Mariva Web – Freelance web design portfolio
Technology: XHTML, CSS, PHP, JavaScript, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver
Completed: March 2008
Link: <http://www.marivaweb.com>

- Client: Metanov LTD
Business type: Construction contractors
Project: Design and development of website with contact form and SEO
Technology: XHTML, CSS, PHP, JavaScript, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver
Completed: June 2007
Link: <http://www.metanov.com>

- Client: Almas del fuego
Business type: Flamenco dance school
Project: Design and development of website with contact form
Technology: XHTML, CSS, PHP, JavaScript, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver
Completed: Feb 2007
Link: <http://www.almasflamenco.com>

Employer

Otto Oil

Petrol and gas station chain and distribution company

Dates

2001 – 2003

Position Held

PA, Administrator

Responsibilities

I was responsible for most of the administrative work including arranging and attending meetings with clients, managing schedules, bookkeeping and other administrative work.

Employer

NIK Media

Multimedia and print design company

Dates

1998 – 2001

Position Held

Multimedia and print design

Responsibilities

To work on projects, mostly print based, for broad range of clients. I've gained experience in designing multimedia and print materials for advertising as well as corporate identity and stationary designs.

Employer

Miranova

Estate agent

Dates

1997 – 1998

Position Held

PA

Responsibilities

PA and secretarial work. I was PA of the general manager.

Education

- 1997-1998 Further education in Fine arts, fashion design and computers - " P. Javorov"
- 1992-1996 High School of Fine Arts – " P. Javorov"

Computer skills and competences

- Platforms* Windows 3.11, NT, 95, 98, 2000, XP, Vista;
Mac OS
- Software* Adobe Photoshop, Adobe Illustrator, Adobe Image Ready, Adobe After Effects, Adobe Flash, Adobe Dreamweaver, Microsoft Word, Microsoft Excel, Microsoft Outlook, Microsoft Power Point, Acrobat Professional. Invision Power Board, Joomla, Wordpress and other CMS systems
- Programming* Extensive knowledge in HTML, XHTML and CSS
Basic knowledge in JavaScript, PHP and Actionscript
- Other Competencies* Good knowledge of W3C and Web2.0 standards, accessibility and functionality.
Basic knowledge in SEO and web site promoting.
Various Content management systems (CMS) experience including Joomla, Mambo, WordPress, PHP Fusion, JBoss, Invision, CPanel, Alfresco.

Personal

- Age* 28
- Nationality* Bulgarian
- Mother tongue* Bulgarian
- Other languages* English, Russian
- Personal interests* Creating freehand drawings and painting. Architecture and interior design. Photography, fashion and music. Love to travel and experience different cultures.

References

Referees details and written references available upon request.