

# KELLEY MARIE MUIR

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89 Titus Ave, Manchester, NH 03103 | (603) 622-1594 | (603) 264-0807 | [kelley.muir@gmail.com](mailto:kelley.muir@gmail.com)

## OBJECTIVE

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To apply my unique creative and conceptual abilities in a career that will allow me to grow both professionally and personally.

## EDUCATION

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**BA in New Media** May 2004  
University of Maine, Orono, Maine  
GPA 3.3, Graduated Cum Laude

**Power Engineering Technologies** September 1998- December 2000  
Maine Maritime Academy, Castine, Maine

## WORK EXPERIENCE

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### Project Manager

Amplify Studios/GYK – Interactive Department 2007-present

- Supervised team of designers/developers in creation of multiple projects simultaneously.
- Development of information architecture, scope, and proposal creation
- Design and HTML development as needed
- Communicated with clients about the status of their project, additional needs, and trouble shooting.

### Project Manager

Hatchling Studios – Interactive Department 2006-2007

- Supervised team of designers/developers in creation of multiple projects simultaneously.
- Development of information architecture, scope, and proposal creation
- Weekly scheduling of tasks and meetings.
- Communicated with clients about the status of their project, additional needs, and trouble shooting.

### 3-D animator

Hatchling Studios – Animation Department 2004-2006

- Responsible for audio analysis and lip-sync animation.
- Animation of background characters and props.
- Assisted TD in rigging, scripting, particles and cloth simulation.
- Took part in creative meeting discussing character and story development.

**Project Manager**

ASAP Media Services

2002-2004

- Supervised a team in completion of a project.
- Organized content for processing and correctness.
- Completed content improvements such as video and audio editing.
- Collaborated with other designers/developers in designing user-centric interfaces and relational databases.

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**PROFESSIONAL ASSOCIATIONS AND ACTIVITIES**

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**MYPN Start Up Challenge Finalist**

One of 20 Finalists chose to develop a complete business plan

**Vestry of Grace Episcopal Church, Manchester**

Serving as the Clerk

**BarCamp Manchester**

Co-Organizer and Speaker

**SXSWi- Open Format 2008**

Co-Organizer and presenter

**Sunder Media**

Personal company, with which we do web development for non-profits and small businesses

**American Cancer Society “We Can” Weekend 1996-2004**

Family Host and youth advisor- help support families with cancer by being a mentor

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**SKILLS**

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- Experienced in MS office suite (Excel, Word, one note, Visio)
- Experienced in several 3-D software packages (XSI- 2 years, Maya- 2 years, and Lightwave- 1 year)
- Experienced in several Project Management Tools (SharePoint, Basecamp, Salesforce, Axure)
- proficient with HTML and CSS
- Experienced with several design software packages ( Photoshop, illustrator, and Indesign)
- Familiar with several video and audio editing software packages (sound forge, audacity, premier, final cut, and QuickTime pro)
- Certified EMT-basic (completed training 2001)

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**REFERENCES**

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Available upon request.