

# Joshua Siegal

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## Objective

To provide web, communications, and media support to a not-for-profit agency that seeks growth in promoting itself and its mission; organizing and tracking projects and members; and improving its presence online and in the community.

## Skills

Web - css, dhtml, document conversion, html, javascript, mysql, php, as3, lingo, some .net 2.0

Communications - copy editing, copy writing, electronic editing, graphic design, medical editing, proofreading, publication design

Software – Final Cut, AfterEffects, Adobe CS, Dreamweaver, Visual Studio, ProTools, Flash, Director, MS Office, Visio

Other - musical fluency, piano teaching, French competency, chess, basketball, creative writing, visual arts and media

## Employment History

### Chicago Public Schools – Web Producer, Office of Technology Services

Chicago, IL

*February 2002 - Present*

Content management (writing & editing) - produce effective web copy in support of CPS initiatives, manage thousands of pages of content

Web development - hand code dynamic and static sites from flat design, incorporating css, dhtml, javascript, and flash

Information architecture - plan effective navigation and back-end architecture to help departments optimize information and target users

Project management - develop project plans for sites requiring static or dynamic functionality and multi-phase rollout schedules

Project documentation - create site flow and project documents, as well as user documentation; write various departmental reports

Quality assurance - test and occasionally fix static and dynamic sites prior to launch; conduct user acceptance and training

Application development - design and build of demo tracking system for user complaints using php/mysql; implemented asp email forms and small-scale .net applications

### TASC, Inc.

Chicago, IL

*November 2000 - October 2001*

Print layout & design - produced brochures, PowerPoint demonstrations, the TASC newsletter, and promotional materials

Content management (writing & editing) - wrote copy for various publications; researched the statewide organization to write web copy

Web site design - rearchitected and redesigned the TASC web site

Web development - hand-coded and launched the new TASC web site, developed map module and document library

### Alphamed Press

Miamisville, OH

*August 2000 - November 2000*

Web site design - created a promotional site to showcase a new book, integrating design elements from the print proofs

Web development - architected and built a site for a book launch, featured on the publisher's web site

Print document conversion - prepared print production files for web publishing and converted graphics to web format

Web content management (editing) - excerpted and compiled copy for a promotional book release web site

### American College of Chest Physicians

Northbrook, IL

*August 1996 - August 2000*

Proofreading - proofed galley pages for the ACCP's flagship medical journal, *CHEST*, according to house style guides

Graphic design - produced graphics for the ACCP web site and home page redesign project

Medical copy editing - edited medical abstracts and manuscripts for many of the ACCP's publications

Management of reprint services - managed the ACCP medical reprint business, which grossed over \$1,000,000.00 per year

Print layout - pasted up print layouts for the classified section of the ACCP's medical journal, as well as several in-house advertisements

Web site management - managed the content for chestjournal.org, the online version of the medical journal, *CHEST*

Web development - coded pages and implemented design for the ACCP web site

**ICS Books, Inc.**

Merillville, IN

*June 1996 - August 1996*

Copy editing - edited a series of books on billiards

**Featured Work****Chicago Public Schools - Office of Technology Services**

Teacher Housing  
Chicago Math & Science Initiative  
CPS Main

<http://teacherhousing.cps.k12.il.us>  
<http://cmsi.cps.k12.il.us>  
<http://www.cps.k12.il.us>

**Breakarts**

Site redesign/development

<http://breakarts.org>

**Olive**

Olive Designs site backend

<http://olivestyle.com>

**TASC, Inc.**

TASC web site

<http://www.tasc-il.org>

**American College of Chest Physicians**

Chestnet  
*CHEST* Online

<http://www.chestnet.org>  
<http://www.chestjournal.org>

**Education****Columbia College Chicago**

Chicago, IL

*May 2007*

Masters of Fine Arts, Interdisciplinary Arts & Media

**University of Chicago**

Chicago, IL

*May 1998*

Certification in Publication Design  
Certification in Medical Editing

**University of Iowa**

Iowa City, IA

*September 1992 - May 1996*

Bachelor of Arts in English - concentration in fiction and nonfiction writing