

# Alexa Westerhof

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## EDUCATION

**General Education** June 2004  
St. Joseph Public High School, St. Joseph, MI

**Bachelor of Arts, Telecommunication, Information Studies and Media**  
Michigan State University, East Lansing, MI May 2009

- Cognate in Physical Sciences
- Spanish was additionally studied

**Pre-Nursing Education**  
Lansing Community College, Lansing, MI

- Taking required pre-nursing courses
- Applying to Accelerated Second Degree Nursing program June 1<sup>st</sup>

## EXPERIENCE

**Office Assistant** 2003-2006  
Oncology Care Associates, St. Joseph, MI

- Catalogued patient charts
- Transported lab work to the hospital

**Online Design and Development Team Member** September 2006 – July 2008  
The State News, East Lansing, MI

- Designed and built web sites and web ads
- Collaborated with the team during large re-designs
- Guided others on web-building technologies

**Spartan Chassis Web Development** November 2008 – March 2009  
Spartan Chassis, Inc., Charlotte, MI

- Developed website re-design

## COMPUTER SKILLS

- Advanced knowledge of Adobe Photoshop, Illustrator, Dreamweaver and Flash
- Advanced knowledge of XHTML and CSS
- Intermediate knowledge of PHP and Actionscript 3.0
- Very proficient in both OS X and Windows operating systems