

# Joshua J Rose

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Uniquely creative and highly motivated individual, with the drive and dedication to accomplish absolutely anything.

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## **Qualifications and Technical Skills**

- Develop relationships with clients to create professional site layouts and graphics.
  - Strong graphic design abilities utilizing Adobe Photoshop and Illustrator.
  - Proficient in Adobe Flash.
  - Languages:
    - Strong in HTML, XHTML and CSS
    - Proficient in Actionscript
    - Working knowledge of Javascript
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## **Education**

### **Arizona State University, WP Carey School of Business**

- Major - Computer Information Science
- Dean's List
- Expected Graduation Date: May 2013

### **Rio Salado Community College/Mesa Community College**

- Majoring in Computer Information Science with emphasis on computer programming and web design, focusing on Photoshop, HTML, CSS, Flash, ActionScript and JavaScript.

### **Gilbert High School**

#### **Achievements**

- Who's Who Among American High School Students all 4 years of high school
  - Most Motivational Athlete of the Year
  - Athlete of the Year
  - Principal's List.
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## **Volunteer Work**

### **City of Chandler, Chandler Special Olympics/Camp Challenge**

#### **Aide/Coach**

#### **Experience Overview**

- Assist campers/athletes with daily activities, both individually and in a group setting
- Organize daily activities and schedule

### **City of Mesa, MASD (Mesa Association of Sports for the Disabled), Baseball**

#### **Assistant Coach**

#### **Experience Overview**

- Assist athletes with hitting, throwing, fielding and "running the bases".

## **Professional Experience**

### **Shunut Creations**

Gilbert, AZ January 2006 to Present

#### **Owner/Web and Graphic Design/Developer**

##### **Experience Overview**

- Website design and layout, using HTML, CSS and ASP
- Graphic Design of logos and buttons
- Email management
- Support, trouble shooting and updates
- Management of products, both updating new products and existing products when applicable
- Integration of tools designed to help the site owner keep their site as up-to-date as possible

##### **Sites Developed by Shunut Creations**

- Shunut Creations – <http://www.shunutcreations.com>
- Amber Clinic For Health & Wellness – <http://dramberclinic.com>
- Hansen's Villa – <http://www.hansensvilla.com>
- BigHead Tatts – <http://shunutcreations.com/bht/>
- Flash Portfolio – <http://www.shunutcreations.com/flash/portfolio/>
- ABC Pediatric Therapy (*Redesign In progress*) - <http://shunutcreations/abc/>
- Saving One Life (*In progress*) - <http://savingonelife.org/index.html>
- Moore Security, LLC – <http://shunutcreations.com/moore/>
- Mustang Funding – <http://shunutcreations.com/mustang/>
- Carolina Paintball and Supply, LLC (*Example images available on Shunut Creations - <http://www.shunutcreations.com/creations.html>*)

### **Amber Institute for Health & Wellness, Saul Amber, MD**

Mesa, AZ February 2001 to Present

#### **Back Office Manager / Medical Assistant**

##### **Experience Overview**

- Management of the Back office, including ordering of supplies, delegating duties and responsibilities and over all function of the office
- Patient care and interaction, including patient's vital and medical history
- Assisting the doctor with tests and treatment, including cardiac stress tests and laboratory testing
- Interaction with specialist, hospitals and treatment facilities on behalf of the patients, including referral coordination, procedure scheduling and admission to hospitals for treatment

##### **Major Accomplishments**

- Implemented several new procedures for patient testing and studies, including Cardiac Stress Tests and a sleep study program

### **Family Care of Gilbert**

Gilbert, AZ August 1998 to February 2001

#### **Medical Records Manager**

##### **Experience Overview**

- Management of the medical records department
- Risk management of the medical record, verifying all records are accurate and safe
- Delegating duties and responsibilities to other employees of the medical records department

##### **Major Accomplishments**

- Implemented new filing procedures to insure more accurate medical records
- Implemented new risk management procedures to be HIPAA compliant