

## **Mary Grybeck**

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Bellingham, Washington 98226**

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### **Experience**

Assistant Producer, Mythryn Digital Storytellers  
November 2000 - May 2001

- Produced new student orientation application for Northwestern University. Main client contact for project; implemented project design in Flash; translated content into dynamic XML format; and resolved application design and performance issues. (CD available on request)
- Assisted in the creation of online marketing tools for Indeliq. Implemented website designs in HTML using Dreamweaver; acted as client liaison; and conducted extensive product testing and fixing. View <http://www.indeliq.com> for website and Flash demo.
- Content specialist and assistant producer for Skin Sense, a Flash based, XML/java servlet driven web application educating mature audiences about skin cancer prevention, identification, and treatment.
- Processed accounts payable, accounts receivable, and employee payroll for company.

Services Coordinator, Multimedia Learning Center, Northwestern University  
February 2000 – November 2000

- Production artist for Hanzigraph, Learning Chinese Characters Through Pictographs, a Flash based, interactive web application. View demo at <http://www.mythryn.com/portfolio/hanzigraph.html>
- Production artist on Internef, an online resource for learning French, utilizing online video and Flash technology. View <http://internef.mmlc.nwu.edu> (Login: internef, Password: test).
- Redesigned and updated training handbook for multimedia library employees, edited monthly departmental newsletter, and maintained department web pages.
- Handled processing and recordkeeping for departmental accounts payable, accounts receivable, budgeting, and compensation.

Program Assistant, Northwestern University Writing Program  
September 1998 - February 2000

- Processed accounts receivable, accounts payable, and compensation for department.
- Maintained and upgraded database of college proficiency requirement. Redesigned departmental web pages.
- Supervised 3 part time employees.

Musician, bassoon and contrabassoon  
1990 - 2000

- Held positions with Chicago Civic Orchestra, Ohio Light Opera, Anchorage Opera, and Anchorage Festival of Music.
- Freelanced with various orchestras and groups including: Chicago Sinfonetta, Elgin Symphony Orchestra, Anchorage Symphony Orchestra, Lake Forest Symphony.

### **Education:**

Northwestern University, Master of Music  
1998

Evanston, IL  
GPA 4.0

Eastman School of Music, Bachelor of Music  
1996

Rochester, NY  
GPA 3.71