

RONDA WILSON

3D ARTIST-ANIMATOR

CONTACT

-  757-560-2092
-  rondawilsonanimations@gmail.com
-  rondawilson.com
-  Kissimmee, FL 34746

SKILLS

Autodesk Maya
Animation
3D Models
Adobe Creative Suite
Illustrator
Photoshop
After Effects
InDesign
Project and Time Management
Detail Oriented
Self-motivated
Communication

EDUCATION

Bachelor of Science Computer Animation

Full Sail University

Associate of Applied Science Computer
& Information Science

ECPI University

Bachelor of Science Accounting

Norfolk State University

PROFILE

Highly motivated and seeking a position as an animator where I can utilize my strong technical skills and creative abilities for the benefit of the company. Looking for a role where I can use my experience with Maya, Adobe Creative Suite or other software packages to create beautiful animations quickly and efficiently, and to use my artistic ability to develop characters and stories that capture the imagination of viewers.

WORK EXPERIENCE

Freelance 3D Animator / Generalist

Self-Employed 2015-Present

Offer services to provide animation, 3D modeled assets, audio and video editing and compositing, graphic designs and redesigns, and other advertising and marketing materials.

- Communicate with and provide deliverables to specifications of various companies in the US, Canada, India and China; animations and graphic designs for clothing and print projects
- Procure current and potential clients via phone, email, or web
- Collaborate with other animators and artists on projects as required
- Manipulate and create characters, props and environments using 3D software (Maya)
- Simulate effects of water, fire, wind and impact in 3D space (Maya, Houdini)
- Edit and compose audio and visual content and effects using compositing software (After Effects, Nuke)
- Use Adobe Creative Suite to create various marketing and advertising materials such as business cards, flyers, brochures, product labels, covers, and posters
- Develop and maintain website content and design
- Maintain and update social media pages
- Record and manage services provided and projects as received using Excel
- Manage projects and track time using Time Tracker
- Interpret technical specifications supplied and communicated by clients
- Create and provide design documentation to clients to communicate process and requirements
- Record and track income and expenses for reporting in Excel
- Invoice and collect on projects

Accountant

2022-Present

Enterprise Florida Inc.

- Bank reconciliations
- Prepare month end schedules and post journal entries and adjustments
- Enter and post bank transactions and deposits
- Enter and post invoices and manual payments
- Record Paypal/CVENT payments
- Enter/upload Concur, employee reimbursements
- Wire and ACH payment submissions
- Research payment information and invoice inquiries
- Vendor and file maintenance
- Responsible for assisting with 1099s
- Software used Great Plains

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EXPERTISE

- 3D character animation
- Prop & environment models
- Graphic art
- Marketing materials

REFERENCES


Anthony Michaels

Animation Chair, Full Sail University

 407-595-4495

Mike Brown

Owner, Mike Brown Animations LLC

 504-251-8001

WORK EXPERIENCE

Accounts Payable Specialist

Natus Medical Inc. 2017-2021

- Responsible for accounts payable function for assigned vendors
- Process invoices for payment, matching invoices to purchase orders and receipts - 2-way and 3-way matching, non-purchase order invoices and check requests
- Research payment information and invoice inquiries
- Shared responsibility for weekly check run, wires and ACH, manual processing of invoices that fall into a queue within the payment process and daily mail distribution
- Responsible for lease payments of facilities located in the US, Canada and Australia
- Monthly invoice accruals for reporting
- Communicate with outside vendors, internal buyers, management and other associates
- Create reports for various information requested by management

Programmer Data Analyst

Ferguson Enterprises Inc. 2008-2011

Recruited to work on the migration of company data to SAP. Successfully migrated OTC object data for customer, customer material information records, pricing, and materials. Increased efficiency of material data load by combining data to a single load process. Assisted with vendor rebates project and participated in de-duplication project to delete duplicates in OTC objects. Effectively provided support for OTC object data after migration.

SAP conversions:

- Implemented and provided support of data migration projects, development and analysis
- Use functional design documents to facilitate how data is to be converted and determine the rules and guidelines to be used in conversion and during implementation
- Effectively worked with business to ensure data is accurate and in compliance with business needs and requirements
- Use SQL to bring in source data, create code to manipulate and or change data to be converted into a new environment, SAP.
- Use Cransoft tools to register all tables, rules, reports, imports and exports of data to be converted
- Once converted, maintain data in SAP environments. Load new or update data to specified requests according to business needs and requirements
- Responsible for data governance, ensuring data is clean, the business is able to update, create and maintain data constantly and consistently
- Responsible for handling break/fix issues logged in an issue/defect tracking tool, HP Open View
- Experience with SAP objects Order to Cash, Materials, some Purchase to Pay and some Finance

Ferguson's Trilogie System Conversions:

- Implemented and provided support of data conversion projects using Unibasic and Unidata