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Objective:

A graphic design position using skills in computer graphics, advertising design, and multimedia design.

Skills Summary:

- Created and maintain several websites for non-profits
- Experienced in four color process printing
- Knowledge of multiple layout and design procedures
- Proficient in the use of digital image manipulation
- Expert knowledge of mechanical and architectural drafting
- Strong problem solving skills able to effectively communicate ideas to reach common goals

Computer Skills:

Trained in PC-based and Macintosh-based computers, utilizing the following:

- Expert knowledge of Microsoft Windows NT, Server, XP, & Mac OSX
- Photoshop CS - Illustrator CS - FreeHand MX
- InDesign CS - Dreamweaver MX - MS Office Suite 2003
- AutoCAD 2000 - Solidworks - Acrobat 6.0
- Flash MX - QuarkXpress - Fireworks MX

Education:

2002-March 2005 The Art Institute of Pittsburgh Pittsburgh, PA
(Program completed entirely online)
Associate in Specialized Technology Degree
Area of Specialization: Graphic Design
GPA: 3.8/4.0

1998-2000 Palomar College San Marcos, CA
Completed AutoCAD R14 and 2000 intermediate courses, B&W photography, 35mm photography.

1979-1981 Westbay Vocational/Technical School Coventry, RI
Studied advanced mechanical drafting courses. Competed in VICA (Vocational Industrial Clubs of America) Skill Olympics. Won state and national awards.

Field-Related Work Experience:

April 2004 – Present

Beyond Outside Inc.

San Diego, CA

Business development

- Developing a new division within the corporation
- Procuring new product lines
- Developing website and updating with retail collateral

April 1999 -June 2002

Ellsworth Handcrafted Bicycles

Ramona, CA

Production Manager/Designer

- Produced and designed high-end mountain bike frames.
- Contributed ideas and CAD drawings for innovative product designs.
- Collaborated with vendors to ensure all parts were delivered on spec for bike assembly and on time delivery.
- Built custom bikes for magazine assessments resulting in twelve positive bike evaluations by key industry editors.
- Addressed ongoing quality and warranty issues and improved customer relations by key industry editors.
- Set up new workstations, installed software, assisted employees with computer malfunctions and maintained office network.

This position had a great impact on overall profits for the company as well a solid relationship with vendors and customers.

1981 –1987 (Freelance)

Providence, RI

Draftsman

San Diego, CA

- Employed by numerous firms executing drafting drawings for circuit boards, power supply, energy recovery systems, HVAC design, industrial machine design, commercial building layout and manufacturing setup.

Other Work Experience:

July 2002-April 2004

Home Depot (interim while in school)

Escondido, CA

Assistant department supervisor

- Provided customer service, controlled stock levels and oversaw six employees.
- Worked closely with store manager as well as directly reporting to my department supervisor.
- Department has seen a thirty percent increase in revenue under my leadership.

Jan 1987 –April 1999

Smithscapes

Escondido, CA

Owner/Operator

- Owned and operated progressive landscape design company for twelve years.
- Designed and managed multiple commercial and residential properties.
- All new business was acquired by satisfied customer referrals.