

Skills

Experienced in both Macintosh and PC:

Microsoft

PowerPoint (W 2007/M 2011)

Word (W 2007/M 2011)

Excel (W 2007/M 2011)

Outlook/Entourage

(W 2007/M 2011)

Adobe

InDesign CS5.5

Illustrator CS5

Photoshop CS5

Bridge CS5

Other

Dreamweaver CS5.5

Flash CS5.5

Fireworks CS5

Acrobat Pro CS5

HTML, CSS, QuickTime, iMovie

iDVD, QuarkXPress, Lotus Notes 8

Prezi, Keynote, Pages, Numbers

Professional Experience

2009-Current

John Fink Ink, Northport, NY

Freelance Multimedia Designer. Management and development of all creative projects, including direction, design and production of branding, advertising, promotional, and interactive materials.

Accounts: SunAmerica Asset Management, Ogilvy, French Academy of Bilingual Culture, Avenue Capital, NYU (Creative Director of the Institute of Real Estate magazine *Premises*), Ernst & Young

2006-2009

SunAmerica Asset Management Corporation, Jersey City, NJ

Creative Director. Management of creative teams that designed high quality marketing material aligned with brand-building and strategic business objectives. Hands-on experience in development of visually winning creative solutions from concept through completion of print, web and email campaigns. Art directed photo shoots and managed Macintosh network. High proficiency and expertise in InDesign, Photoshop, Illustrator, PowerPoint, Word, Excel, along with knowledge of HTML, illustration, typography on Mac and PC platforms.

2004-2006

Deloitte, New York, NY

Multimedia Designer. Designed marketing and sales support materials consisting of product slicks, brochures, presentations, posters and other collateral materials in addition to HTML email newsletters, online event informational pages and Flash presentations. Interacting one-on-one with clients from start to finish on a per-project basis.

1999-2004

Bear Stearns, New York, NY

Presentation Specialist/Graphics Operator. Created original graphics for sales presentations, marketing material and multimedia slide shows for the investment bank division of Bear Stearns. Interacted one-on-one with bankers from start to finish on a per-project basis. Created custom graphics in Photoshop and Illustrator that were imported into slide shows. Recreated client logos in vector graphics (Illustrator). Utilized Microsoft PowerPoint, Word and Excel for graphing and layout of pitch books and other materials.

Relevant Experience

Boogie Dance Productions, New York, NY

Event Producer/Production Manager.

Lehman Brothers, New York, NY

Administrative Coordinator.

Broadcast Music Inc., New York, New York

Marketing Communications Coordinator.

Education

Masters Candidate for Graphic Communications Management and Technology at NYU,
Projected completion 2013

Certificate in Multimedia Technology from NYU

Bachelor of Science, Music Merchandising from Hofstra University