

EXPERIENCE

Past 12 years; Freelance Designer: Ideatek Design llc is my freelance business servicing the graphic design, web and technology consulting areas of my local market. Graphic Design services include pre-press print production, desktop publishing, graphic design for advertising, brochures, business cards, logos and posters. Web design and hosting for the small business, including database driven sites and Flash projects. Please see designs section of website for design samples and for a current web client list as well as some samples of print design. For more samples please contact.

Jan. '07 - July '08; Art Director J.F. Griffin Publishing llc, Williamstown, MA. Worked the full range of positions, including production artist, lead designer, pre-press, photography retouching, copy editing, and client and printer contact. Managed production schedules. Produced magazine style state hunting and fishing regulation guides on tight deadlines, created brochures, cards, sales sheets and promotional direct mail, show booth graphics, web graphics, advertiser client ads and consulted on photography shoots and design department setup. Organized and established design resources server for this startup company. Worked for one year on a temp/contract basis before full time hire.

March '02 - May '04; Designer/Webmaster/IT Consultant; Mount Snow Valley Chamber of Commerce. Redesigned site to correspond with print materials and make a more intuitive flow. Integrating the existing MS Access database and updating it for a more functioning site for office workers to update member data. Consulted on computer purchasing for office machines and software as well as sub-contractors to build a marketing database. Also helped to trouble shoot office computers (PC) when necessary. This was on a bid contract.

April '03 - July '03; Webmaster: Mount Snow, West Dover, Vermont. Maintained web site and email newsletter. Carried site through transitional design stages. Duties included digitally editing photos, scanning slides, created page layouts and online contests, updating events calendar and coaching the Jr. Designer with web design basics.

Feb. - April '02; Web Project Manager/mentor for Web Academy Program, The Prospect Foundation @ Mass Moca, North Adams, MA. Duties included overseeing a web design and build project with students, ages 16 - 21, from beginning to end. Using Dreamweaver and including a database of reference sites. From brainstorming site names, dividing up work loads, design, programming and quality assurance, we succeeded in launching a reference site for teachers.

Oct. '99 to Nov. '00; Lead Designer and Acting Art Director, Lycos inc., (shop.lycos.com) Lycos Shop e-commerce site: responsible for site redesign, new IA, UI, special promotions and auctions. Managed Jr. Designer in Auctions and special event design and followed through on projects from conception to launch. Third party Design contact for technology partners, aiding in design transition by launching a partners extranet.

Aug. '97 to Oct. '99; Graphic Designer Tripod inc., (a Lycos company) Tripod.com: originally for advertising and marketing products, mock-ups, and promotions. Moving into designing content, international sites and site redesign. Responsible for design production, technical back-end liaison project management.

Oct. '96 to July '97; Graphic Designer i-Village, Parentsoup.com: responsible for online site-wide elements, icons, special features, partner sites and pre-press of promotional items. Became very familiar with bandwidth limitations and AOL art specs. Contributed and collaborated on themes, ideas and editorial word smithing.

Sept. '95 to July '96; Production Designer Sieble Marketing Group; Studio 800: for Seagram's in-house print, display and marketing promotions design agency. Duties included electronic mechanical, comps, design and layout, Macintosh training and systems management.

Oct. '93 to Nov. '95; Jr. Designer, Bételgeuse Productions: Quantel Paintbox & Macintosh Artist; Designed and created graphics for print and broadcast. Duties included, starting and maintaining a client/vendor database, coordinating and creating special effects and props, photography, rotoscoping, animation, concept and storyboards for show opens and putting elements to tape for sessions, and assisting senior art director.

EDUCATION

SUNY New Paltz, 1992 Bachelor of Science Degree in Visual Arts and Minor in Communications

TECHNICAL

Suitcase Fusion
Adobe Creative Suite Premium 3
MS Office Suite

Adobe Acrobat Pro & Distiller
RRD Insite pre-press system
Mac OS X Leopard
Versed in PC use as well

Various Audio and Video
software and hardware
operation knowledge.