

Jeremy Gates

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OBJECTIVE To serve as a key contributor for a strong organization in the area of visual design.

EDUCATION Penn State Great Valley, Malvern, Pennsylvania

Certificate: Webmaster | summer 2001

Bowling Green State University, Bowling Green, Ohio

Degree: B.S. in Technology | Major: Visual Communication | winter 1997

WORK Ohio Department of Veterans Services, Columbus, OH

EXPERIENCE Visual Communications Specialist | 09.10 – present

- Created, tested and maintained the department website.
- Designed promotional marketing materials [posters, brochures, event programs, resource guidebooks, displays, interactive kiosks].
- Established social media channels and posted updates on a frequent basis.
- Served as photographer and videographer at events and produced final photos and films from captured stills and video footage.
- Supervised the IT staff in the department's Columbus office and wrote department procedures and how-to tutorials.

American Computer Estimating, West Chester, PA

Graphic Designer & IT Supervisor | 08.01 – 09.10

- Designed promotional materials and wrote IT department procedures.
- Designed company website user interface and monitored online activity.
- Rebuilt computers, deployed new software and trained staff in their use.
- Provided computer-based training and support for third-party clients.

ZanyBrainy.com, a division of Zany Brainy, King of Prussia, PA

eCommerce Coordinator | 11.99 – 08.00

- Assisted in creating and implementing web management procedures.
- Acted as liaison between web site consumers and the company.
- Conducted web-based research to improve website quality and efficiency.

Standard Register, Inc., Bala Cynwyd, PA

Graphic Designer | 03.98 – 07.99

- Designed business forms for healthcare and financial businesses.

RECENT WEB WORK www.arttechcircle.com, www.ohiovet.gov

SOFTWARE

SKILLS

PRINT | Acrobat, AutoCAD, Illustrator, InDesign, Photoshop

WEB/CMS/UX | Axure, Bootstrap, DotNetNuke, Dreamweaver, Fireworks, Google Analytics, Muse, HTML5/CSS3, jQuery, WordPress

MOTION | 3ds max, Flash/Edge Animate, Media 100, Premiere

INSTRUCTIONAL | Camtasia, Captivate, IntuiFace, PowerPoint

OTHER | Access, Excel, Final Draft, MS Windows Server, Word

~ References available upon request ~