

SUMMARY OF QUALIFICATIONS

Graphic Designer experienced in implementing senior-level skills to develop, execute and manage diverse multimedia projects for marketing and communications. Committed to quality and client service, attentive to detail, consistently achieve deliverables on time and cost effectively. Continuously augment business and technical expertise and engage creativity to best meet client needs within dynamic environment.

PROFESSIONAL EXPERIENCE

JPMorgan Chase, New York, NY

1997-present

Graphic Designer

Coordinated and produced a wide range of design projects from concept to completion utilizing various types of media.

- Collaborated on several marketing projects for the businesses of Treasury & Securities Services including Institutional Trust Services' Great Client Care Campaign.
- Planned a marketing package for the Institutional Equities group to promote their proprietary software package, OnSite. This package consisted of a box, pocket folder brochure, inserts and a CD label.
- Developed a Flash presentation promoting the Chase Service Star campaign, a program that acknowledges fellow employees for exceptional service.
- Designed and maintained several websites for the Structured Products, MorganMarkets and Global Economic Research groups of the Investment Bank. These websites are intended for external exposure to help generate growth potential for the bank.
- Prepared advertisements for the Commercial Bank and Worldwide Securities Services marketing groups.
- Produced 8 by 10 foot display booths for the Institutional Equities and the Treasury and Securities groups.
- Managed audio and video projects for several departments including Mergers and Acquisitions, Technology, Media and Telecom, and Corporate Finance Associate Recruiting.
- Filmed and edited footage for the Institutional Trust Services' "Good to Great" offsite presentation. Ensured the successful integration of the video and PowerPoint presentations at the offsite.
- Created a large illustration for the Automotive group depicting a phoenix rising from the ashes to symbolize the financial recovery of GrafTech International. This drawing was presented to the company as a gift and currently hangs in one of their conference rooms.
- Directed, setup, shot and edited a video for the Presentation and Production Services group that was used at internal job fairs to showcase services provided by the department.
- Photographed JPMorgan senior officers for headshots, bios, trade publications, interviews and websites.

JPMorgan, New York, NY

1994-1997

Computer Graphics Specialist

Responsible for design and production of corporate business presentations.

- Produced graphics and presentations for slides, overheads and screen shows.
- Evaluated software for department use and trained staff on specific application techniques to facilitate productivity.

Continued...

URS Consultants, Paramus, NJ 1987-1992

Graphic Designer

Member of architectural/engineering firm's marketing team.

- Responsibilities included drafting renderings, design and layout of case studies, proposals and technical reports and photographing architectural and engineering site locations.

NYC Department of City Planning, New York, NY 1980-1987

Graphic Artist

Created graphics for transportation related projects.

- Generated presentation boards for community board meetings, produced technical reports and photographed specific New York City locations regarding traffic issues.

Freelance, New York and New Jersey 1992-current

Artist/Consultant

Independent projects as well as design services for several companies.

- Conferred with clients to discuss job details, assessed needs and determined workflow to meet presentation deadlines as a Shift Supervisor for Ron Sizemore Visual Productions.
- Created several televised political advertisements for Staten Island Borough President candidate.
- Produced a biographical documentary film that was screened at the Staten Island Film Festival in June of 2006. Film was chosen from among hundreds of submissions. Responsibilities included directing, shooting, editing and promotion.
- Produced PowerPoint screen shows for corporate clients of Ron Sizemore Visual Productions.
- Designed technical repair manuals for the Matsushita (Panasonic) Corporation.
- Exhibited photographs at the Cork gallery in New York City and the Park West gallery in Kingston, New York.

TECHNICAL SKILLS

- Mac and PC operating systems: Adobe Photoshop, Adobe Illustrator, QuarkXPress, Adobe Flash, Adobe Dreamweaver, Adobe Fireworks, Adobe Acrobat, Adobe Premiere, Final Cut Pro, Microsoft Office, FatWire CMS Content Server software
- Video camera operation (Sony VX1000 Pro Digital Camera)
- Still photography (film and digital)
- Professional lighting equipment (Arri, Lowell)
- Illustration

EDUCATION

Bachelor of Arts in Studio Art - Connecticut College, New London, CT

Certificate in Multimedia Technology - New York University, New York, NY