

BRAD EVERETT

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(517) 230-9027

SKILLS

- Adobe CS3, QuarkXpress, Pitstop, Quite Imposing, Pagemaker, Publisher, Dreamweaver, Flash, HTML, CSS, and PHP.
- Create effective traffic and sales producing websites.
- Troubleshooting client files in the prepress stage to catch errors and to set the job up for press.
- Communication with clients to effective marketing and advertising solutions to boost awareness, promote products, and reinforcing marketing strategies.
- Cross platform knowledge and experience of both Mac and PC computers.

WORK EXPERIENCE

Web Designer & Developer, *Jackson Community College, Jackson, MI.* 04/08 – Present

- Maintain the website with regular updates, error checking, and code review.
- Communicate with other departments to help develop different sections of the website.
- Designed a new home page, making the navigation more consistent and simple.

Graphic Design/Prepress Technician, *Allegra Print and Imaging, Lansing, MI.* 07/07 – 04/08

- Implemented new file storage and filing system.
- Pre-flight, impose, and output jobs for printing.
- Oversee jobs in the pre-press department and kept accurate scheduling of jobs.
- Design marketing pieces and mailings for clients, along with standard business identification stationary.

Graphic Design/Prepress Manager, *A&E Printers and Mailers, Inc., Lansing, MI.* 01/05 – 06/07

- Supervise and manage jobs in the workflow, seeing to timely and accurate production.
- Design and setup a wide range of newsletters, brochures, postcards, flyers, for various clients.
- Pre-flight and repair client's designs for press.
- Planned, executed, and constructed multiple websites for companies.
- Work with clients to design, and achieve effective marketing promotional pieces.

Online Tutorials Designer, *Metasurge, Lansing, MI.* 08/04 – 01/05

- Create and produce online Flash based H.R. training tutorials, used in various companies to bring their employees up to date in knowledge and safety through interactive multimedia.

3D Modeler Intern, *Blue L Media LLC, Diamondale, MI.* 05/04 – 08/04

- Constructed complex digital 3d models in LightWave for use in training simulations.
- Created interactive Flash marking piece.

Freelance Designer, *Intelligent Design, Lansing, MI.* 02/02 – Present

- Designed websites for local businesses utilizing HTML and CSS.
- Produced and setup bus map brochures for M.D.O.T. within the city of Detroit in Arabic.
- Designed brochures and CD covers for multiple clients.

Graphic Artist, *Orange County Graphic Reproductions, Orlando, FL.* 06/02 – 08/03 – Summers

- Created and designed an innovative digital marketing promotional CD-ROM business card to promote the press shop.
- Constructed a promotional graphic cover for County's Budget Briefing Session for Fiscal Year 2003.
- Designed brochures and inserts for various government programs.
- Re-set numerous forms used daily by county personnel.

EDUCATION

Siena Heights University, Jackson, MI To be completed May 2010
B.A. – Professional Communication

Lansing Community College, Lansing, Michigan
A.A. – Computer Graphics, Multimedia.

References

Available upon request.