

## JEFF BLAKE

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### GRAPHIC DESIGNER / MULTIMEDIA / WEB DEVELOPER

I am a highly motivated creative professional seeking a challenging position in graphic design, multimedia and web design with a forward looking organization.

#### EXPERIENCE

**Jeff Blake Design** *Reno, Nevada / Sequim, Washington* **1/08 – Present**

- Designed and coded websites using valid HTML/CSS markup
- Created artwork and layout for clients using such programs as Adobe Photoshop, Illustrator, InDesign and Flash

**Jackson Henry Partners / Life & Health Underwriters** *Seattle, Washington* **6/06 – 1/08**

**Communications Specialist**

- Developed web and print material for a Group Health Insurance consultant/broker

**Johnson, Rooney, Welch (Aon)** *Roseville, California* **9/05 - 5/06**

**Account Representative**

- Account Representative for 70+ Life Insurance Groups, duties included all processing of applications, billing, and customer service for these Groups and their employees

**Freelance Designer** *Roseville, California* **7/04 - 9/05**

**Pacific Technology Solutions** *Irvine, California* **12/97 – 7/04**

**Art Director / Developer**

- Led and supervised projects on demand when management needed assistance
- Proven record of effectively managing multiple tasks without compromise of quality
- Dependable and reliable strong team player
- Responsible for quality assurance on specific projects
- Interacted and met with clients, clarifying their needs, and implementing solutions
- Successfully met short deadlines required by clients
- Updated, maintained and/ or redesigned existing client web sites
- Developed CD-ROMs and optimized for conversion to web

**Clients included:** Hyundai, Toyota, Mazda, Toshiba, Medtronic, Honeywell, Star Trac

**Platt College** *Newport Beach, California* **9/96 - 3/97**

**Teacher's Assistant**

- Responsible for assisting and leading instruction of graphic design and software such as Adobe Photoshop, Illustrator, Macromedia Freehand and QuarkXPress

#### TECHNICAL SKILLS

Adobe Photoshop	Adobe Illustrator	Adobe Flash	HTML/CSS
QuarkXPress	Adobe InDesign	Adobe ImageReady	Fireworks
Microsoft Office	Microsoft PowerPoint	Dreamweaver	...and much more

#### EDUCATION

**Platt College** *Newport Beach, California* **12/95 - 4/97**

**Graphic Design Diploma and Multimedia Certificate**

**Orange Coast College / California State Universities** *Fullerton & Long Beach* **1987 - 1995**

**Studies included:** History, Radio/TV/Film, Human Services, Communications, and Comparative Religions (100+ total units completed)