

Adam Dawes

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Portfolio: <http://www.adamdawesonline.com>

Professional Skills:

Web / Multimedia Design and Development

- Flash CS3 and Flash 8
- HTML
- Search Engine Optimization
- Actionscript
- CSS
- XML
- After Effects
- Dreamweaver
- Fireworks
- InDesign
- Illustrator
- Photoshop
- Premier
- Final Cut Pro
- Acrobat / PDF
- Google Analytics

Other Computer Skills

- Mac OS X
- Microsoft Windows XP, Vista
- Microsoft Office Suite
- Internet Explorer
- Mozilla Firefox
- Windows Server 2003
- SQL (TSQL Microsoft)
- AS400
- Polycom Conferencing Solutions
- Desktop Support

Education:

University of Maine
Masters of Education, Instructional Technology
University of Maine
Bachelor of Arts, New Media, 2008

Work History:

Freelance

Freelance Web/Graphic/Multimedia Designer

- Create and develop multimedia, film editing/camera print and web solutions for clients.

The Center for Grieving Children – Portland, Maine

Graphic Designer (volunteer) 01/2010 - Present

- Create brochures, posters and other promotional media.

BG Design – Texas (Telecommute, by assignment)

Graphic Designer 12/09 - Present

- Assigned to clients for creating graphics for print, billboards, web and other medium.

OfficeTeam (placed at Hannaford)

Graphic Designer 10/09 – 10/09.

- Design and modify food product labels and packaging.

Maine Medical Center Research Institute

Software Implementation Specialist 12/07 - 06/08

Desktop Support Specialist 10/07-11/07

- Implementation of COEUS (grant submission software)
- Implementation of EndNote
- Creation of PowerPoint slides, graphics and presentation for scientific staff.
- Supported users with desktop computer hardware/software.
- Trained employees on use of software.
- Creation of step by step procedure software manual.
- Audio/Video editing with Final Cut Pro , DVD creation.
- Flash animation, Actionscript.

Creative Work Systems

Life Skills Coach 01/07 – 09/07

- Teach participants various life skills and how to effectively participate in their community.

Wright Express

Data Entry Operator (Temporary Position) 09/06-10/06

- Assisted Premium Fleet Services with updating data.

Collaborative Media Lab, University of Maine

Computer Technician II 07/05 – 05/06

- Assist students and faculty with printing posters, video creation, and page layout design.
- Assisted Art Department maintaining their website and other tasks as needed.

First National Bank of Bar Harbor

IT Specialist 10/00-05/05

- Operate and administer bank's AS400.
- Monitor Internet and telephone banking.
- Maintain bank's intranet and web site.
- Monitor ATMs. Printout and distribute reports.
- Support users of Win 95/98/NT,200, XP, MS Office products, and other

software.

- Assist Marketing Director in creating quarterly Newsletter.

Volunteer Experience:

Acadia National Park Summer 2000

- Desktop computer support
- Network support
- End user support

Conners Emerson School 1997

- Compiled student data into spreadsheet using Microsoft Excel.
- Assisted school in web site navigation system development.

References available upon request