

123 Cherry Lane
Lancaster, MO 89187
573-999-1435

Terry A. Designer

- Objective To obtain a position that allows me to utilize my skills as a Web designer and HTML programmer.
- Employment November 1998 – Present Robert Public Relations, Collegeville, PA
HTML Programmer
- HTML code all Web pages designed by Ross Public Relations.
 - Assist account coordinators in designing client Web sites.
- May 1998 - November 1998 Robert Public Relations, Collegeville, PA
Graphic Designer
- Worked closely with writers and account coordinators in the development of client promotional materials.
 - Developed a database system for archiving client files on network.
 - Assisted in network integration of art department files.
- September 1997 - May 1998 Community College, Collegeville, PA
Assistant Graphic Designer
- Assisted in the development and implementation of advertising materials for a youth program at the Berman Museum of Art.
 - Designed flyers for promotional events.
 - Assisted in producing mechanicals.
- May 1996 - September 1997 C-True Corporation, Doylestown, PA
Assistant Computer Operator
- Entered client data into billing program.
 - Performed file management.
 - Ran and distributed reports generated in response to account inquiries.
- Education Community College Collegeville, PA
BA In Communications
- Graduated Cum Laude, GPA 3.94