

JEFFREY REITZES
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OBJECTIVE

Looking to work within a company that will promote creativity and allow me to grow and further my abilities as a designer by creating dynamic, distinct and long-lasting designs for businesses and corporations.

SUMMARY

- Considered by peers to be a quick-learning, productive and experienced graphic designer
- Tops in all graphics classes while attending college
- Ability to instruct and assist others in creating graphic projects and problem solving
- Strong ability to function within a team

EDUCATION

Bachelor of Arts (Visual Communications/Graphic Design) **2005 - 2009**
Richard Stockton College of New Jersey, Pomona NJ

PROJECT EXPERIENCE

Web design, graphic design, corporate identity, ad & promotional design, editorial design, business card design, brochure & collateral design, print preparation, photo manipulation & restoration, social media design & management, on/offline marketing design, project management

SKILLS

Knowledge and experience using:

- Adobe Creative Suite: Photoshop, Illustrator, InDesign, Dreamweaver
- Microsoft Office
- Mac & PC
- Digital Photography
- Social Media

EXPERIENCE

Graphic & Web Producer – The Sports Network **2011 – Current**

- Maintain and update website with breaking new stories daily
- Monitor and maintain servers responsible for the operation of main website and outgoing stories
- Design special event sport packages that are distributed out to clients through out the country
- Revamped and currently help in maintaining and expansion of social media (Facebook)

Freelance Graphic Designer

2007 - Current

- Construct web pages for marketing, professional coaching and personal development courses
- Produced and designed informative CDs/DVDs including complete package development
- Create brochures intended to promote and market different aspects of business
- Design of power point presentations for consulting classes
- Design and management of online web stores through online carrier
- Designed on/offline promotional material and branding for revamped corporate identity
- Custom design & management of clients social media including Facebook, Twitter, & YouTube
- Establish original web designs for professional use
- Work directly with vendors and graphic designers to create original marketing materials
- Oversee and carry out projects and interact with numerous clients from start to completion

Clients

- The Lavanga Group
- PA Computer Guy LLC.

For a sample portfolio, please visit www.jeffreyreitzes.com

References available upon request

- Pro Star Graphics

Tour Manager

2007 - 2009

- Managed merchandise tables, sold items, and photographed numerous bands
- Coordinated schedules, payment, etc. for bands at various venues across the United States