

To Whom It May Concern:

I am submitting my resume to you in response to your advertisement. I believe I have the skills that you are seeking and would like to be considered for this position.

I have extensive editing experience and enjoy working on precise, detailed projects. In addition, I possess an innovative style of video production. I am highly organized and adept at meeting tight deadlines that are so common in this industry. I also understand the value of communicating and translating a client's ideas into a visual product. Lastly, I have garnered respect and credibility from executive personnel at my current positions and my opinions are important to them when we interact professionally and socially.

A current resume detailing my previous work experience and educational background is enclosed for your review. I look forward to discussing this further with you and reviewing the needs of your company in greater detail. I can be reached at (334) 465-5138 or by email at quinterrya@yahoo.com.

Sincerely,
Quinterrya Swanson

409A South Brundidge Street
Troy, AL 36081

Quinterrya Swanson – Web Designer

Contact Information

- 409A South Brundidge Street
- Troy, AL 36081
- Cell Phone: (334) 465-5138
- Email: quinterrya@yahoo.com
- Portfolio: <http://www.quinterrya.com>

Education

B.S. in Design, Technology & Industry (DTI) with minor in Computer Information

- Troy University – Troy, AL (May 2007)

Goals

Objective

- To obtain a position where I can utilize my knowledge of design and grow both professionally and as an individual.

Work Experience

Print

- Designed projects in print, including logos, collateral, brochures, posters, etc.
- Collaborated with writers, artists, photographers and other professionals.

Web Design

- Structured full web sites and templates for small company sites.
- HTML coding for Dreamweaver.
- Integrated dynamic media in page design: Flash and Quicktime.

Multimedia/Digital Video/Motion Graphics

- Produced and directed video clips and training videos.
- Conceptualized and drafted storyboards for documentaries and marketing videos.
- Edited digital audio and digital video: Sony Vegas and Adobe Premiere Pro.
- Designed and produced DVD menus and motion menus for DVDs.
- Gained knowledge of video formats and handling of video equipment.
- Gained knowledge of audio and video compression.

Technical Expertise (Skills)

Software Proficiency

- Adobe Dreamweaver
- Adobe Illustrator
- Adobe InDesign
- Adobe PhotoShop
- Adobe Premiere Pro
- Sony Vegas
- Sony DVD Architect
- Adobe Flash

Employment History

- Graphic Designer / Assistant Producer
- Christian Life Church in Troy, AL
- Web Design, Print, Advertising, Flash, Graphic Design
- <http://www.clctroy.com>
- 2005 - Present

- Videographer / Graphic Designer
- Que Creations in Troy, AL
- Video Production, Web Design, Graphic Design, Print
- 2005 - Present

Professional Recognition

Montgomery Advertising Federation

- Gold ADDY Award for *Start Making A Choice* Radio Commercial (2007)
- Gold ADDY Award for *Alabaster 2007* Promotional Commercial (2007)

Southeast Alabama Advertising Federation

- Silver ADDY Award for *CLC Abundant Living Intro/Outro* Video (2007)
- Bronze ADDY Award for *Falling Waters* Promotional Commercial (2006)

References & Portfolio:

- Jerry Johnson: 334 670 3391 | jjohnson@troy.edu | Chairman & Instructor
- Ed Noriega: 334 670 3393 | enoriega@troy.edu | Advisor & Instructor
- Anthony Askew: 334 233 5303 | clctroy@bellsouth.net | Chaplain & Pastor