



Brad Oliver B-RAD

**WEB & GRAPHIC DESIGNER
WEB DEVELOPER**

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EDUCATION

- **ASSOCIATES DEGREE** // Feb 2008 - Jun 2011
Ivy Tech College - Southeast
Double Concentration Associates Degree (Web/Graphic design) in Visual Communications. Learned the fundamentals of design. Web Design classes included Flash Animation and Database / PHP / MySQL concepts.
- **Printing & Design** // Feb 2004- Jun 2006
Prosser School of Technology
I learned the fundamentals of printing including paper types, how to perforate, binding, typography, and working on the printing press. Design was focused on page layout and publication processes. Photography procedures including working in a dark-room and working with negatives.



SOFTWARE

Proficient with a vast array of web languages, office programs, design / programming applications, including, but not limited to the following:

- HTML5 / CSS3
- Ecommerce/SEO
- Windows, Mac, Linux
- Microsoft Office
- Adobe Suite
- AJAX, Javascript, JQuery
- PHP/Wordpress/Joomla
- Bootstrap, UI, UX
- 70-90WPM Typing
- Advanced Excel / MS Office Knowledge
- Fluent in all Online Marketplaces



EXPERIENCE

- **Stark Enterprise Inc** // Jan 2010 - Current
MANAGER / ADMINISTRATION / IT
 - Maintained Online Inventory, Sales, Purchase Orders, Order Management
 - Customer Service tasks related to the Website and In-store Customers.
 - Website Design / Graphic Design for Advertising & Marketing Purposes.
 - Office Administration - Kept up with Layaways, Collections, Purchase Orders, Digital Cataloging, & Refunds. Maintain Printers, Computers, & Phones. Train new Employees
 - Ebay/Amazon Marketplace Proficiency - Consignments and Sales
 - Retail Store Front Maintaining Phone calls, In Store Customers, Checkout Process
 - Revel / Quickbooks POS System / Inventory Management
 - Running the Entire Business front to back meant, "Whatever it Takes!"



AWARDS

drummersuperstore.com

- **1st PLACE SKILLS USA WEB DESIGN COMPETITION**
Indianapolis, IN //JUNE 2003
SkillsUSA is a trade convention that takes place in the USA once a year. I placed first out of 20 in Web Design in Indianapolis, IN for Prosser School of Technology. This was an amazing experience. Placing 1st in State, I went on to the National Competition where I placed 7th out of 100.



PROFILE

Objective:

I am seeking a position where my computer skills and/or administrative capabilities can be put to use to better or expand an existing corporation or business.

Goal:

To further my education in computing, design, development and administration continuously while accompanying a team of creative professionals.

About Me:

I have studied multiple areas of computing and design for relatively 15 years. I am an outgoing and energetic person, always up for the challenge. Education is my primary motivation. I am always excited about learning something new or refining my knowledge in a current area. I am very well organized, and insist on working in the same way. I have great verbal and written communication abilities. I work well under pressure and with a design background, am able to meet deadlines and work within designated timeframes under pressure.



CONTACT

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SKILLS

CREATIVE



TEAMWORK



INNOVATE



COMMUNICATION



ATTITUDE



ECOMMERCE/SEO/MARKETS



PHOTOSHOP



ILLUSTRATOR/INDESIGN



PHP/JAVASCRIPT/MYSQL



MSOFFICE/EXCEL



DREAMWEAVER



AUDIO/VIDEO/AFTER EFFECTS



HTML5/CSS3

