

# HARVEY

## Employment:

2003-present

**The Callan Advertising Company** Hollywood, CA

Production Artist/Layout Design/Ad Design

Responsibilities: creating movie ads in local newspapers such as: LA Times, LA Weekly, Santa Barbara and Hawaii Newspapers. Layout, Base additions, Ad Creation and Design, Keyart, Adslacks, Bus Ads, Bench Ads, Promo Ads.

\*portfolio available

2002-present

**Harvey DZN** Hollywood, CA

Freelance Graphic Designer/Web Developer and Maintenance Artist

Responsibilities: design and maintenance of client web sites, magazine and brochure development, Corporate ID, DVD menu production and QC. software QC and testing.

\*portfolio available

2001-2003

**Girl Talk Magazine** Hollywood, CA

Production Artist/Layout Design/Ad Design

Responsibilities: creating layouts while keeping the look and feel of the magazine, build ads for clients, flow text, preparing art, maintain client art delivery, collection for final delivery to printer, archiving files.

\*portfolio available

2002-2003

**Otto Design Group** Hollywood, CA

Architectural Production Artist/Graphic Designer/Web Maintenance

Responsibilities: gallery installations, project coordinator, production artist, bookkeeping, resourcing materials and laborers research, QC and testing, buyer for gallery store, head of retail and gallery events, archiving all projects, retail logo and identity, and maintenance of client online store.

\*portfolio available

2000-2002

**Mediatonic Inc.** Burbank, CA

Graphic Designer/Web Developer and Maintenance Artist/Administrative Assistant

Responsibilities: design and maintenance of client web sites, production artist for magazine development and other print jobs, DVD menu production and QC. software QC and testing, phones, filing, prepare timesheets and expense reports, reconcile accounts payable and receivable statements including having the ability to research expense issue, archiving all projects.

\*portfolio available

## Computer Skills:

Mac- Dreamweaver, Illustrator, Photoshop, ImageReady, QuarkXPress, Word, Excel, Filemaker Pro, Sound Edit 16, and Final Draft

PC- Quickbooks Pro, Word, Excel

## References:

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