

# Alex Garber

www.AGoffice.com

Phone: (347) 489-8984

E-mail: info@agoffice.com

## SKILLS Project manager with Web Design background

Over 10 years of work experience in **web design** and **print media** production. Experienced **project manager** and efficient **team player**. Worked directly with clients and vendors, managing budgets and multiple projects. Proficient in producing strategically focused and successful **websites**, **print materials**, and **corporate identity assets**. Well versed in creative approach to all design production aspects, from generating innovative aesthetical ideas to rendering the financially efficient solutions. Expert with *Adobe Photoshop*, *Adobe Illustrator* and other design software. Working knowledge of pre-press and color separation. Proficient in modern photography.

## EXPERIENCE 2006-Present Alpha Group, Brooklyn, NY

Software & tools:

### WEB

Adobe Photoshop  
Adobe Illustrator  
Adobe Dreamweaver  
Adobe Flash

### Other

Adobe InDesign  
Freehand  
Sony Vegas  
Corel Draw  
Acrobat Distiller  
MS Excel  
MS Access  
MS Front Page

### Programming

HTML/DHTML  
XML  
CSS  
PHP  
ASP  
JavaScript  
Flash

### PRINT

Adobe Photoshop  
Adobe Illustrator  
Adobe Lightroom  
QuarkXPress  
Freehand

### Other

ABBYY Fine Reader  
Adobe Page Maker  
Corel Draw  
Acrobat Distiller

### Art Director

Managing the **creative department** of the entertainment branch of the company. **Supervising** and **personally participating** in production of **web** and **print targeted advertising materials** for various events, featuring renowned American and European performing artists. Managing the **production** and **support** of websites, owned by the company. Additionally supervising the **creative** and **branding coverage** of the other branches. As part of the responsibilities, monitoring company's web hosting accounts, and managing server maintenance.

[www.ArenaNY.com](http://www.ArenaNY.com), [www.RasputinNY.com](http://www.RasputinNY.com), [www.AlphaSettle.com](http://www.AlphaSettle.com)

## 2005-2006 Majestic Designs (718 Website), NY, NY

### Project Manager

Managed the **production** and **maintenance** of numerous Internet-based projects. **Interacted closely with company's clients**, and **in-house** and **outsourced developers**. Maintained **budgets** and **project outlines**, as well as designed the **logistics**, **structure** and **marketing model** for the managed projects. Personally worked on **visual design** and **back-end development** of the websites.

[www.MajesticDesigns.com](http://www.MajesticDesigns.com)

## 2004-2005 The Jewish Voice, Brooklyn, NY

### Art Director

Following the transfer from the Kosher Yellow Pages department, managed the launch of the **community oriented newspaper**. Produced the **website**, **templates** and **layout guidelines** for the **publication**. Planned and implemented advertising concepts for the clients of the newspaper. **Trained** and **supervised** department's employees.

[www.JewishVoiceny.com](http://www.JewishVoiceny.com)

## 2002-2004 The Kosher Yellow Pages, Brooklyn, NY

### Art and Production Department Manager

Lead art department in **design** and **layout** of **commercial print ads**. **Trained** and **supervised** department's employees. Managed the production and maintenance of company's website.

[www.KosherYellowPages.com](http://www.KosherYellowPages.com)

## 2000-1998 Russian Adv. Newspaper, Brooklyn, NY

### Senior Graphic Designer

**Designed** and **coordinated** graphics and layout of newspaper with account staff by deadline. Maintained **quality control** and **integrity** of final product. **Communicated** with clients and printing house agents to ensure customer satisfaction. **Trained** and **supervised** junior employees.

[www.Russian-Advertisement.com](http://www.Russian-Advertisement.com)

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## 1996-1998 Braincraft Interactive Group, NY, NY

### Graphic Design Assistant

Created and updated **web designs** for **Compaq**, **AT&T** and other companies. **Researched, compiled** and **produced graphics** for website concepts. Produced **website layouts** based upon knowledge of layout principles and esthetic design concepts.

[www.Braincraft.com](http://www.Braincraft.com)

## 1996-Present Self Employment

### Freelance Web Designer

Created **websites** for extensive personal database of international clientele, including online payment systems, catalogues, and custom functionality systems. Managed a team of outsourced programmers.

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## EDUCATION

### 1996-1999

**Fine Arts major**. Additional coursework in **Design** and **Composition** and **Marketing** in relation to customer psychology.