

Webmaster, Graphic Designer and Digital Specialist

Frank Watson
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Summary of Qualifications

- Strong technical skills and knowledgeable in a wide variety of computer applications
- Excellent interpersonal skills, and efficient in a team environment or as an individual
- Well organized and detail-oriented with the ability to multi-task in a fast paced environment

Deluxe Media Management Valencia, CA

www.bydeluxe.com

2003-Present Digital Assets Account Support Specialist

- Work on a project team managing millions of digital assets (graphics, logos, key art, stills) for clients like Sony, Warner Bros., MGM and FOX.
- Responsible for the uploading of digital assets to client websites using specified naming conventions.
- Prepare photography for digital archiving, including the scanning of hard copy film/photos and the touching up of digital images.
- Resize and convert files for various file types (TIF, JPG, PSD, EPS, etc.).
- Research and enter metadata to catalog assets for later retrieval using keyword search functions.

J2 Global Communications Hollywood, CA

www.j2.com

10/1999 – 2003 Tech Level II

- Handle technical calls daily via phone, email and chat support.
- Provide assistance to customers with billing issues and sales inquiries.
- Troubleshoot customer problems on Windows 95,98,00,NT,ME,XP and Mac.
- Provided support for up to 150 customers daily.

Eye-So-Metrix Studio City, CA

www.fun4u.net

1/1998 – Present Webmaster / Graphic Design / Marketing Consultant

- Managed a team of programmers, graphic artists, and database developers.
- Maintained a weekly site update and member notification of over 15,000.
- Created all web graphics and printed materials for the company.

Pet Wash Inc. Encino, CA

www.petwash.com

10/1996 - 5/99 Store Manager

- Managed all aspects of Encino location from 1997-1999.
- Responsible for all inventory, ordering, and stocking.
- Created print coupons for store specials.
- Maintained relationships with loyal customers for company.

Pet Wash Inc. Burbank, CA

www.petwash.com

3/1997 - 2001 Webmaster

- Revamped website with a new look.
- Created up to date graphics and print materials.
- Maintained newsletter and website.
- Consulted on different marketing strategies.

American Russian Matchmaking Studio City, CA

www.lovebroker.com (no longer available)

5/1996 - 2000 Webmaster / Graphic Design

- Designed website for maximum internet traffic.
- Provided client advertising to maintain a growing number of internet visitors.
- Worked closely with management to ensure correct information.
- Designed all company graphics and print material.

WebSlingers.net, USA

www.webslingers.net

1996 - Present Webmaster / Graphic Design

- This is my freelance business. I sell, create, and finish all projects produced by WebSlingsers.

EDUCATION:

LVSONline.com

3/2001 Vocational

HTML Level 1-5

Bryce 5

PHP Level 1

Photoshop Level 1-2 (6.0)

Flash 5

National Computer Training US-CA-Encino

9/1999 Vocational

Microsoft Windows

Microsoft Power Point

Adobe Photoshop

Macromedia Director

Adobe Premiere

Adobe After effects

Macromedia Dreamweaver

Websites:

PandBManufacturing.com

WarnerChemical.com

OBMDI.com

NotJustToons.com

TeethCleaningForPets.com

FrankAndMaryWatson.com

FerretPics.com

DigitalPixelDump.com

FrankWatson.net (Portfolio)

ForgetMeKnottPhotography.com

SOFTWARE (1-10)

Adobe Photoshop (8)

Adobe Illustrator (6)

Corel Bryce (7)

Macromedia Flash (5)

Dreamweaver (8)

Adobe Image Ready (7)

Adobe Premiere (6)

Adobe After Effects (6)

Microsoft Front Page (7)

PHP (6)

AFFILIATIONS:

7/1983 - 7/1991 Boy Scouts of America Eagle Rank

3/2006 – Present National Association of Photoshop Professionals Member