

Lisa Pinkowsky

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SKILLS

- Web design
- Graphic design
- Page layout
- Photography
- Pre-press production
- Video production
- Video editing
- Storyboards
- Audio production
- Audio editing
- Multi-media production
- Large-format printing

SOFTWARE

- Photoshop CS4
- Illustrator CS4
- InDesign CS4
- Flash Professional CS4
- Dreamweaver CS4
- Adobe Acrobat 9 Pro
- Lightroom 2
- Final Cut Pro
- Aperture
- QuarkXPress
- Art Directors Toolkit
- MS Word
- MS Excel
- MS PowerPoint
- MS Access

EDUCATION

- B.F.A. Digital Media Production (in progress)
International Academy of Design Technology Online - Tampa, FL
- A.S. Graphic Design, November 2009 - GPA: 3.91
International Academy of Design Technology Online - Tampa, FL
- Documentary Production, Certificate Program - 2004
University of Washington Extension - Seattle, WA

EMPLOYMENT

Visual Image Photography 2008 - present (seasonal help)

Cropping photos for yearbook production, assembling photo packages, doing quality control checks.
Performing and assisting at on-location shoots.

IKON Office Solutions 2005 - 2006

Managed the Publishing Services Department for Seattle Public School District Headquarters. Increased customer satisfaction and productivity by managing the production workflow. Developed a new tracking system in MS Access that was implemented to better organize employee time utilization, locations, and equipment for IKON department managers. Created layouts and graphics for fliers, lunch menus, mailings, and calendars. Performed high volume printing, binding, cutting, and shrink-wrapping.

InterNAP Network Solutions, Seattle, WA, 1999-2002

Managed physical assets for 24 sites world-wide, redeploying when possible to reduce costs. Designed, developed, and maintained a purchasing and reporting system in MS Access. Deployed and tracked customer premise equipment. Communicated with vendors on a daily basis. Issued purchase orders and tracked order status.

ACHIEVEMENTS

President's List - The Academy Online
Dean's List - The Academy Online
Golden Key International Honour Society