

Wolfe Gleitsman | Resume

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Education

Bachelor of Arts, Vassar College, Poughkeepsie, NY. May 2002, Major: Studio Art

Experience

Graphic Designer, Vassar College Dining Services. (Sept. 2000-Current)

<http://campusdining.vassar.edu>

- Designed and created two generations of web sites providing reference and resources to campus community
- Maintained site content with weekly updates and notices of special events
- Designed and created promotional brochures for new programs

Direct Mail Coordinator, Halstead Properties Marketing Dept., New York, NY. (Nov. 2002 – Aug. 2003)

- Customized and updated designs for promotional mailings
- Oversaw weekly postcard production and mailings, including proofing and printing
- Designed custom stationary for broker mailings

Editor-in-Chief, *The Miscellany News*, Vassar College, Poughkeepsie, NY. (Jan. 2002 – May 2002)

- Established new standards for content and layout, garnering positive recognition and reviews from students, administrators and the College President
- Designed layout and created graphics for advertising, cover and editorial pages
- Coordinated and led staff in weekly publication of official college newspaper
- Trained new staff in Quark XPress, Photoshop, and general newspaper production

Graphic Designer, *The Thrifty Nickel*, Santa Fe, NM. (June –Aug. 2001)

- Designed display and classified ads
- Modified existing ads to meet customer needs
- Assisted in layout of publication

Backpage Editor, *The Miscellany News*, Vassar College, Poughkeepsie, NY. (Sept. 2000-May 2002)

- Wrote and laid out and edited weekly humor/calendar section of newspaper
- Redesigned and expanded section, doubling its scope and content

Youth Program Coordinator, New Mexico Culture Net, Santa Fe, NM. (June-Aug. 2000)

- Designed and created promotional materials, including logos, print advertisements and prototype web site
- Developed and implemented project goals, coordinating an online project with youth from across the state of New Mexico.
- Regular cartoon contributor, "Culture Shock"

Computer Skills

Quark Xpress, Adobe PhotoShop, Adobe Illustrator, MutliAd Creator, Macromedia Flash, Adobe GoLive, Macromedia Dreamweaver, Macromedia Fireworks, Adobe ImageReady, HTML, Javascript, CSS, Word, Exel, Powerpoint.