

JILL F. HOBEN
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Tel: 860.435.2578
Graphic Design, Web Design

Résumé

Personal | Professional Summary

In 2004 I completed a combined Certificate program through an on-line School of Design in New York, Sessions.edu. Since my completion of the courses offered I was able to start a small design company based in Connecticut as a sideline primarily doing small sites and graphics from home. During this same period I have been employed as the Office Administrator at a Real Estate firm at which I developed and built their real estate site to its current status today. Prior to that, I worked for a small firm focused in the Securities Industry as database manager in charge of membership communications and creating in-house graphics for the regional and national meetings. A strong attention to detail and multi-tasking abilities are strong attributes.

Accomplishments

- Development, design and maintenance of a website for a local Real Estate company.
- Development, design and maintenance of a website for a cancer fundraising group.
- Development, design and maintenance of a website for retail landscaping company.
- Produced a sixty seven page publication for annual fund raiser by non-profit organization in local community after taking courses in QuarkExpress.
- Layout and design of an eight page, full color brochure for National three day meeting held annually as well as regional meeting brochures.
- Training myself to learn new concepts and ideas from how to use simple javascripts and the ability to implement slideshows into code.
- Design work for clients in small business from brochures, business cards, menu layout and design and presentations.

Professional Experience

John Harney Associates, LLC Real Estate
7 Academy Street, Salisbury, CT 06068
John Harney, Owner
January 2006 – Present

Elyse Harney Real Estate
12 Main Street, Salisbury, CT 06068
Elyse Harney, Owner
October 2004 to January 2006

National Society of Compliance Professionals, Inc.
Route 7
Cornwall Bridge, CT
May 1999 – October 2004

GrasshopperGraphics.net
Home Office
66 Woodland Drive,
Lakeville, CT 06039
June 2002 - Present

Computer and Software Skills

- Graphics: Adobe CS3 Illustrator, Photoshop, Fireworks, Image Ready, Adobe Acrobat Professional, Note Pad
- Print Layout: Quark 6.5
- Other: PowerPoint, Excel, Microsoft Word, Access/FileMaker Pro
Omni Form, QuickBooks Pro
- Web software: DreamweaverCS3
- Platform: PC based, limited knowledge and use of Macs

Education

Sessions.edu, On-line School of Design, New York, NY 2002 – 2004
Bay Path Junior College, Associates Degree, Longmeadow, MA Graduated 1972
Housatonic Valley Regional High School, College Preparatory, Graduated 1969

References furnished upon request.