

Matthew Rakas

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Social Media:

- DeviantART: <http://matthew-rakas.deviantart.com>
- LinkedIn: <http://www.linkedin.com/pub/matthew-rakas/56/a22/7a3>

Objective: To acquire a multimedia development/web design job (willing to relocate). Actively broadening and improving my multimedia development abilities.

Skills:

Intermediate experience in:	
HTML	Adobe InDesign
CSS	Adobe FireWorks
JavaScript	Adobe AfterEffects
PHP script language	Paint Shop Pro
Flash ActionScript	Corel Painter 6.0
Adobe Flash	Adobe/Macromedia Director
Adobe PhotoShop	Adobe/Macromedia Authorware
Adobe DreamWeaver	Final Cut Pro
Adobe Illustrator	Acid Pro
Microsoft Office Suite	Caligari TruSpace 3.4
Video Production Equipment (switcher, teleprompter, etc.)	

Employment History:

M&M Consulting, August 2013 – present (freelance project, in development).

Position: Web Designer/Developer. Job Duties Include:

- Graphic Design according to client's marketing goals
- Design, develop, and code the client's business website, according to agreed upon specifications
- Consult client on options for web hosting & maintenance, domain name registration, and SEO that will best fit the client's needs.

National Electronics Warranty Corporation/Asurion, Jan. 2013 – present.

Position: Customer Care Representative. Job duties include:

- Provide exceptional customer service and problem solving skills
- Resolve customer issues promptly
- Provide customers with accurate product information
- Upsell products to customers

Walmart Stores Inc., Oct. 2012 – Dec. 2012

Position: temporary Sales Associate – Dry Grocery department. Job duties included:

- Provide exceptional customer service
- Keep shelves clean and stocked
- Rotate products and displays according to seasonal schedule

Price Chopper Supermarkets, June 2005 – Mar. 2011

Position: part-time Front End Clerk. Job duties included:

- Cashier / Bagger
- Bottle Return Clerk
- Cart Retrieval
- Janitor
- Train/mentor new employees to perform bottle, cart return, and janitorial duties properly
- Awarded employee of the month and employee of the quarter, summer 2009

Fulton-Montgomery Community College, Sep. 2008 – May 2009

Position: Peer Tutor. Job duties included:

- Help students improve their skills with and understanding of the computer software that is taught in the school's Multimedia Development class

Education:

Associate Degree in Applied Sciences - Multimedia Technology, May 2008

Fulton-Montgomery Community College, Johnstown, New York

- 3.80 GPA
- Member of Phi Theta Kappa honor society since November, 2006
- Member of the National Dean's List, November 2006-2009
- Student Aid and Peer Tutor for the multimedia program from fall 2008- spring 2009
- Member of the Peer Tutor Club and Society for the Study of Modern Visual Culture

Bachelor Degree in Business Administration - Management, May 2011

State University of New York College of Technology at Canton, Canton, New York

- Graduated with Highest Honors

- 3.90 GPA
- Member of the National Dean's List
- Awarded Canino Prize for Academic Excellence, spring 2010

