

# Robin Greco

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## OBJECTIVE

To obtain a position in graphic design, with a special interest in multimedia.

## EDUCATION

**Digital Media Arts College**, Boca Raton, FL  
*Bachelor of Arts*, Graphic Design - 2011  
GPA 3.8

## EMPLOYMENT

**City of Oakland Park** Oakland Park, FL 3/1998 - Present  
Administrative Aide

- Various print & digital graphic designs of City publications
- Redesigned the City's Oakland Park TV bulletin board, which made it more appealing by updating slides and information broadcast on a daily basis, as well as assisting in updating website.
- Designed lower third for City's live broadcasting for Commission meeting, as well as operate cameras for all meetings.

## INTERNSHIPS

**Axum Management Capabilities, Inc.** Sunrise, FL Summer 2010 - Present  
Graphic Designer

Conceptualized, created and designed items for cliental:

- Brochures
- Banners
- Corporate branding items

**Preferred Travel Helper** Denver, CO Fall 2011  
Graphic Design Intern

Conceptualized, created and designed:

- All corporate branding items.
- Ads for various newspapers.
- Set up templates for Microsoft word documents.

## CREATIVE DESIGN SUMMARY

### Print

Newsletters  
Brochures

### Promotional

Branding  
Advertising

### Multimedia

TV Advertisements  
Video Presentations

## SOFTWARE / PROGRAMS

### Adobe Products:

Acrobat  
After Effects  
Bridge  
Contribute  
Dreamweaver  
Flash  
Illustrator  
Indesign  
Media Encoder  
Photoshop  
Soundbooth

### Microsoft Software:

Word  
Excel  
PowerPoint  
Outlook  
Publisher

### Other:

Nexus (Video/TV programming)  
Novus (automate agenda system)  
QuickBooks