

# JEFF MONK

ILLUSTRATOR : GRAPHIC ARTIST : WEB DESIGNER : MORE THAN THE AVERAGE BEAR

## OBJECTIVE ::

I want to be a key part in creating visually attractive and highly functional projects. I want to be responsible for work that impresses both public and colleagues, and something I can be proud of at the end of the day.

## WORK HISTORY ::

### Netfirms :: Web Designer Designer, Coder

October 2007 – July 2008

As a designer I would contact clients to determine their goals, then produce a website based on that information. I am responsible for allotting time to a project, as well as the level of detail and intricacy of their site. A strong sense of time organization is critical as I have been assigned up to 17 sites at one time. I also contribute to print ideas, and have completed a complete redesign of the customer hosting Control Panel. I have also overhauled the client proposal form, created numerous documents to assist clients and the department in the design process, and am responsible for presenting and implementing a new content management system.

### Mediaslave.ca :: Independent Contractor Freelance Web Developer/ Designer, Marketing Strategist

2003-Present

Retained by various clients to create projects ranging from a minimal web presence to a full company branding and identity program. Projects required various skill sets, including graphic design, PHP coding, incorporation of interactive elements, review and testing, market targeting, conceptual design and maintenance.

Through **Mediaslave**, I offer the following services :

- Concept Development
- Site Construction
- Brand Development
- Graphics Sourcing
- Advertising Campaigns
- Marketing planning
- Graphic Design
- Content Management
- Search Engine Strategies
- E-Commerce Development
- Logo and Image Design
- Hosting and Database Admin

### Selected Client List :

- Cycle Solutions
- Industry Nine
- Government of Ontario
- McBride Cycles
- Madcatz Racing
- Tall Like Me
- DownTown Camera
- Cyclissimo Racing
- Speakeasy.net
- Diverse Display
- Rotec Cycles
- Core BMX and Boards
- PDC Racing
- Divna Shoes
- Covic Racing

### Dropmachine.com Administrator, Owner, Writer, Babysitter

2001-Present

Responsible for writing content, building member list, moderating members, site construction and maintenance, and marketing.

### Intense Media Graphic Designer, Coder, Client Liaison

2000-2003

Responsibilities included Website design, sales, client interaction and template coding.

## PROGRAM KNOWLEDGE ::

Adobe Photoshop CS2  
Adobe Illustrator CS2  
Macromedia Dreamweaver 8  
SwishMax (flash)  
Poser 8  
Microsoft Office  
Windows XP  
Adobe Streamline

## EDUCATION ::

### George Brown College

Graphic Design : 1997

- Concentrated on product design and marketing
- Pushed the limits of projects past expectations
- Exempted from first year

### Centennial College

New Media Design : 1999

- Acquired skills necessary for effective communications and project management
- Learned programs needed for project efficiency and completion, as well as modern media styles
- Attained presentation skills and studied project analysis

\*The majority of my skills are self taught, through personal research.

## CONTACT ::

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For more information, please visit my website at [www.mediaslave.ca](http://www.mediaslave.ca)