



Hi there.

I'm the guy you should hire.

How's it goin?

JEFF MONK

ILLUSTRATOR : WEB DESIGNER : GRAPHIC ARTIST : PROJECT MANAGEMENT : REASONABLY TALL

To whom it may concern,

My name is Jeff Monk, and if you've received this then I want to work for you.

For the past few years I have been a freelance web developer working under the Push the Pixel name. While freelancing has its benefits, I have found that I miss the team aspect and more structured life of a regular job, and as such I am returning to the 9-5 world. Freelancing has taught me many varied skills and experiences, as well as how to wear many hats. I would like to bring these things to you.

I would be a beneficial addition to any company. I am driven, responsible, eager, punctual, and perhaps most importantly excited about joining a company like yours . I love working with a team to achieve set goals and conquer projects. I do not believe that the words "it's not my job" should ever be spoken in the work place. I do not show up to work to fill my hours; I show up to work because I want to be there and do my job. I apply to companies that I want to work for, not companies that I think will hire me. I apply to companies I think I can help.

I have attached my resume for you, but I do not believe that it shows the complete me. I hope that my resume, my online portfolio (www.mediaslave.ca) and this letter will be enough to show you that I am worthy of an interview with you. I feel confident in saying a 10 minute conversation is all it will take to show you that I can be a valuable addition to your company.

Thank you for your time, and hopefully we will chat soon.

JEFF MONK :
<http://www.mediaslave.ca>

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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 be a part of something I can be proud of at the end of the day.

WORK HISTORY ::

Currently Freelancing for various clients under PUSHTHEPIXEL.CA

Through **Push The Pixel** 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
- Turtle Creek Housing Corp
- Government of Ontario
- Tall Like Me
- Downtown Camera
- New Mexico Orthopaedic Center
- Sugar Mountain
- Diverse Display
- Rotec Cycles
- Core BMX and Boards
- Bambinos Photography
- Divna Shoes
- Rob Fraser Racing
- The Pie Shack

Netfirms :: Web Designer and Account Manager

Designer, Coder

October 2007 – July 2008

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

Mediaslave.ca :: Independent Contractor

Freelance Web Developer/ Designer, Marketing Strategist

2003-October 2007

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.

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

Creative Director, Client Liaison

2000-2003

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

PROGRAM KNOWLEDGE ::

Adobe Photoshop CS5
Adobe Illustrator CS5
Macromedia Dreamweaver CS5
SwishMax (flash)
Microsoft Office
Windows XP, Vista and 7

EDUCATION ::

George Brown College

Graphic Design

- Concentrated on product design and marketing
- Pushed the limits of projects past expectations

- Exempted from first year

Centennial College

New Media Design

- 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