

Jon Hegidio
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Objective: To secure a full-time position in the field of interactive communications and web design which will fully utilize my education, skills, and experience while affording incentives for continued growth and development.

Education: *The Art Institute of Atlanta*
Bachelor of Fine Arts in Multimedia/Web Design

Skills:

- Dreamweaver MX 2004
- Flash MX 2004
- Fireworks MX 2004
- Adobe Photoshop CS
- Adobe Illustrator CS
- Adobe ImageReady CS
- Adobe InDesign 2.0
- Adobe Acrobat 6.0 Pro
- HTML/DHTML
- JavaScript
- CSS
- Pro Tools
- Microsoft Word, Excel, Power Point, Front Page, Visio, Project and Publisher

Related Experience:

2000-Present **WEBSITE COORDINATOR**

United Parcel Service

- Redesign and development for two 300+ page department websites including documentation on information architecture and usability testing
- Design, deploy and maintain website for customer service representatives to access while assisting UPS customers
- Consult and advise UPS management team on the use of the UPS brand mark to ensure a positive image is consistently displayed
- Providing various graphic design pieces for PowerPoint slide shows
- Responsible for design and copy for department newsletter
- Art Director for United Way pin collage fundraiser

1999-Present **WEB/GRAPHIC DESIGNER**

Twisted Designs

- Sole proprietor of graphic design and website business
- Design and develop various graphic, web, and multimedia projects
- Coordinate and manage web hosting to clients via an external vendor
- Contract multiple designers to assist with large accounts

1997-1999 **PRINT/FULFILLMENT COORDINATOR**

Aetna U.S. Healthcare

- Coordinated bulk mail-outs to providers, distributed of regional mail to all Directors of Provider Relations and edited physician letters when appropriate
- Ordered all provider literature through contracted print vendors
- Maintained monthly budget for these materials by accurate forecasting methods

- Managed local vendor for provider fulfillment for physician requests in Georgia market
- Maintained financial tracking reports for provider print/fulfillment budget for Medical Directors

Work Experience:

1996-1997 OFFICE / MORTGAGE ASSISTANT

NPS of Atlanta

- Provided basic post-closing operations, organized and sorted loans/attorney packages, and tracked specific closing document

1995-1996 PROJECT MANAGER

ISS Cleaning Services

- Coordinated corporate cleaning services, special customer request, management 20 plus international employees, customer service, and problem solving

1993-1995 SECURITY SUPERVISOR

Barton Security Services

- Performed duties as a security officer, including patrol duties, investigations into loss prevention of personal and private property, responded to emergency calls for assistance, conducted preliminary investigations and gathered relevant facts, responsible for on site employees and training

1989-1993 MILITARY POLICE OFFICER

United States Army

- Deployed with 101st Airborne Division to the Gulf during Desert Shield/Storm
- Captured and guarded Iraqi soldiers inside Iraq
- Conducted investigations into traffic accidents and performed radar enforcement
- Acted as a Member of Special Reaction Team responsible for hostage situations/negotiations, and honorably discharged

Accomplishments:

- Received Quality Achievement Award for UPS internal site design and management
- 2002 UPS Peachtree Road Race T-shirt design contest winner (900 + applicants)
- 2003 UPS Peachtree Road Race T-shirt design contest runner-up
- Designed, developed and published websites for United Parcel Service, Advanced Technologies, Familiar Surroundings, Calla Lily Bride, Georgia Women's Soccer Association, Pat Linn, Gymnastix Training Center, Englishman's Furniture, Cydcor, Harland Business and Treasures of the Rodina
- Published print ads for Calla Lily Bride in *Bridals by Lori* and *Atlanta Bridal*
- Published essay, "Zen Buddhism: Footsteps to Enlightenment" for Georgia Perimeter College's student publication, The Polishing Cloth
- Awarded *best department* and *best overall* essay for "Zen Buddhism: Footsteps to Enlightenment"