MacKay Wilford

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STATEMENT:

A graphic designer with web design and computer skills and a history doing office work, I am interested in positions that will provide me with a professional but fun atmosphere where I can grow as an artist by working on interesting projects and products. While my primary interest and focus lies in web design and development, I also have a definite interest in print and branding work.

EMPLOYMENT:

Sept 2008-Present

Patent Paralegal, KF Ross PC (Riverdale, NY) 35 hours/week
Managed docketing and filing of foreign patents and trademarks.
Communicated with clients via email and telephone.
Organized files, payment of fees, and billed via Quickbooks.
Computer troubleshooting and maintenance.
Website, business cards, and corporate identity design.

Sept 2006-Sept 2008

Website Developer, Luria Digital (White Plains, NY) 35 hours/week
Hand-coded cross-browser compliant websites in HTML/CSS from Comps.
Populated and constructed sites from top to bottom.
Made changes and updates according to the needs and desires of clients.
Managed the back end of several large Ecommerce websites.
E-mail troubleshooting and password resets.

Summer 2006

Booth Manager, Hearts Delight Clothiers (Tuxedo, NY) 26 hours/week
Managed a booth at the New York Renaissance Festival.
Set up an outside booth in the morning, tore it down in the evening.
Handled stock, credit cards, and customer needs, all in costume and character.

EDUCATION:

2009-Present

Parsons, The New School for Design (New York, NY)
Graphic Design AAS. Studying typography, color, design, digital layout, Flash, branding, systems, and more.

2002-2006

Wesleyan University (Middletown, CT)
B.A. in Classical Civilizations. Studing the artwork, languages, culture, and mythology of Ancient Greece and Rome.

SKILLS:

Design
Websites from concept to wireframes to construction; logos and identities, party invitations and branding, business cards; book covers and interior designs.

Technical
Photoshop, Dreamweaver, inDesign, Flash, Illustrator; expect HTML and CSS, beginner Javascript and PHP; digital and pixel art illustrations, icons, and fonts.

Office
Type approximately 100 wpm accurately; experience with docketing and filing, Quickbooks and Outlook; handling money and credit cards; one-on-one interactions with clients.