

Jim Brown

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Portfolio <http://www.officebrown.com/port>

Work Experience

WASA/Studio A Architects *Design Manager; 07/2005-Present*

Design and manage all corporate communications, including: identity, signage, brochures, mailers and other collateral.

Design and manage interactive projects.

Established in-house standards and protocols regarding corporate identity.

Prepare proposals, presentations and competition submissions.

In-house Photographer for all projects.

TEK Architecture *Marketing Coordinator/Designer; 09/2003-02/2005*

Designed promotional brochures, mailers and other collateral.

Managed and updated the company website.

Photographed completed projects.

Prepared proposals, presentations and competition submissions.

Maintained corporate identity materials.

Pentagram Design *Digital Assets Manager; 03/1996-04/2002*

Built multimedia presentations for new business/promotion.

Image preparation for the digital archive.

Helped establish and managed the database and database conventions for the digital archive.

Provided assistance to staff in all matters related to the archive.

Supervised the Assistant Archivist.

Oversaw and maintained the archive, library and off-site storage.

Established Pentgram's printed work archive database.

Managed the collection of rare, important and framed work.

Coordinated the interoffice exchange of material.

Coordinated press and competition submissions.

Freelance *Print and Web Designer/Photographer; 04/2002-Present*

Clients include: Pentagram, School of Visual Arts, IMG Models, Simon & Schuster, Pendant Partners, Capsys Corporation, James Shanks Photography

Education

New York University, New York, NY, Certificate Program in Web Development

University of Washington, Seattle, WA, Graduate Painting Program 1993-94

Herron School of Art, Indianapolis, IN, BFA in Painting 1991

Computer Skills

Proficient on Mac and PC OS. Adobe Creative Suite and Quark Xpress

HTML, CSS, Javascript, MySQL and PHP, Flash, WordPress and Drupal

Filemaker Pro, iView MediaPro, Extensis Portfolio, Canto Cumulus

and Microsoft Office