

Eric W. Bailey

experience

Human Services Research Institute

COMMUNICATIONS ASSOCIATE, NOVEMBER 2009–PRESENT
2336 MASSACHUSETTS AVENUE, BOSTON MA 02140

Coordinated and produced project reports for distribution to various nonprofit and government agencies. Oversaw efforts to update, consolidate, and unify all web and print visual branding elements. Ensured ADA/Section 508 Compliance with all outgoing content.

mediumbold, inc.

INTERACTIVE DESIGNER, FEBRUARY 2007–MARCH 2009
192 SOUTH STREET, BOSTON MA 02144

Developed concepts and finalized design for a broad range of websites for a diverse range of clientele. Participated in the user experience definition process and conducted in-depth competitive/comparative reviews to develop focused findings for project direction. Created and maintained information architecture maps, style guides, extranet microsites, and other project-related materials. Ensured quality of published materials, including maintenance of projects post-delivery. Designed in-house promotional materials, as well as print collateral.

AmeriCorps * NCCC

FULL-TIME VOLUNTEER, JANUARY 2006–NOVEMBER 2006
P.O. BOX 209, PERRY POINT MD 21902

Served as a full-time volunteer in a Federally-sponsored service program. Lived and worked as a part of a small, close-knit team that undertook a variety of relief, recovery, rehabilitation, and reconstruction projects throughout the country. Projects included Volunteer Coordination, Damage Assessment, Demolition, and Reconstruction in the Gulf Coast, Emergency Disaster Response in Missouri, and Counseling for at-risk youth in Connecticut and New Jersey.

The Telegraph Publishing Company

GRAPHIC DESIGNER, JUNE 2002–DECEMBER 2005
17 EXECUTIVE DRIVE, HUDSON NH 03051

Designed advertisements, special sections, and internal promotional material for area newspaper (circ. ~30,000). Worked with a wide range of clients, ranging from local business to major brands, both directly and through advertisement representatives. Assisted with the integration of an acquired newspaper, instituted a department-wide switch from Quark to InDesign, and helped train co-workers on using the new software.

references

A list of references is available upon request.

contact

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Somerville, MA 02144

skills overview

Graphic Design

Versed in user experience/interaction tenets, project coordination, information architecture mapping, and usability practices/testing. Proficient in the Adobe Creative Suite, Acrobat and Acrobat Distiller, Dreamweaver, TextMate, QuarkXPress, Microsoft Office Suite, Apple iWork, Transmit, and other applicable software. Familiar with XHTML, CSS, Javascript, Content Management Systems (CMS), and Google Analytics/AdSense website metrics tracking. Proficient in the operation of cameras, image scanners, printers, and other related hardware. Basic audio/video editing and encoding. Familiar with pre-press operations.

Relevant

Versed with integrated library systems, specifically Millennium and Library Solution Circulation. Very familiar with computer hardware and software operation. Capable of making independent hardware and software repairs and modifications. Comfortable using both Windows and Mac operating systems. Experienced in diversity training and conflict management and resolution.

education

Montserrat College of Art

23 ESSEX STREET, BEVERLY MA 01915

2005 BFA, Graphic Design
(Dean's Honors, Talent Scholarship)

interests

Traditional and digital art, social activism and volunteerism, writing, technology, and web-culture.