




ISAAC CANDELARIO

ENTRY AGS DESKTOP PUBLISHER

CONTACT

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Santa Clara, CA 

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EDUCATION

B.S.

Computer Science

San Jose State University

September 2018 - current

San Jose, CA

GPA: 4.0

SKILLS

MS Word

Adobe Acrobat

Adobe InDesign

MS Outlook

SharePoint

Written and Oral

Communication

Proofreading

Technical Writing

Expositional Writing

Graphic Typesetting

CAREER OBJECTIVE

As a dedicated life-long learner, I am excited to fully start my career as an AGS Desktop Publisher and to internalize and implement all that I can absorb in this complex field.

Experienced Desktop Publisher Intern looking for a full-time role with Amazon upon graduation. Blending my love of technology, writing, and graphic design, I work with clients to translate material into specific layouts and error-free deliverables.

WORK EXPERIENCE

Desktop Publisher Intern

Latitude, Inc

May 2021 - September 2021 / Remote

- Set up 100+ projects for digital output to file or slides, verifying color separations and 100% correct translation of graphic elements
- Worked with 6 vendors to output files to film, produce printed copies, and produce specialty/promotional items
- Evaluated and edited 100% of work before publishing
- Provided 1,000+ hours of customer service, including answering questions, explaining capabilities, and training team members in on-screen presentations
- Worked on 100+ clients' translated material by applying specific layout and text expansion fixes
- Produced 1,000+ quality-assured localized files with matching formatting and layout

AGS Desktop Publisher Intern

Yoh, A Day & Zimmerman Company

May 2020 - September 2020 / Santa Clara, CA

- Supported 3 proposal managers by producing documents and creating new proposal templates
- Interpreted and applied RFP and firm-standard format specifications and requirements to 100% of documents
- Ensured 100% of electronic, printing and binding specifications were met
- Created checklists to foster document consistency among 40+ other staff, including on-site and virtual working teams
- Reviewed 300+ document proofs to ensure published materials were error-free
- Created graphics and other branding elements for materials