

BENJAMIN JOSEPH LEONG

Project Manager | Graphic Designer | Web Developer

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QUALIFICATIONS SUMMARY

- Graphic design background with expert understanding in Adobe Creative Suite software Illustrator and Photoshop
- Strong web development language comprehension of HTML5 and CSS
- Beginner, currently practicing, jQuery, JavaScript, Git, GitHub, WordPress, MySQL, PHP
- Enrolled in Thinkful, a mentor / community based Front End Web Development teaching program learning web standards and applying learned practices by building web pages

PROFESSIONAL EXPERIENCE

June 2001 - Present Visual Graphic System, Inc Carlstadt, NJ

Graphic Designer

- Utilize client information to develop and create graphic sign displays print and/or digital media applications using techniques in typography and design
- Detail and illustrate client proofs with scale elevations and specifications
- Prepare Shop Production Orders (SPOs), detailed visual instruction guides for the company's manufacturing departments to fabricate client-approved projects
- Produce Product Style Sheets and Order Forms, brochures and sell sheets of product drawings, used as sales tools to showcase company store and capabilities
- Develop Client Assembly and Installation Instruction Pamphlets, detailed visual guides outlining product construction and installation for on-site set-up
- Export web site and touch screen artwork from Illustrator to Photoshop (PSD) for web development usage
- Correspond with client to ensure continuity of projects
- Worked in tandem with Account Manager on company's largest accounts
- Lead photography project of entire line of company products – photographed, edited and provided digital assets for use on refreshed company website
- Unique understanding of large format printing and sign fabricating processes

2005 - 2010 Raindrop Studios, LLC Mount Laurel, NJ

Graphic Designer

- Brought ideas from concept to design by providing client a thorough visualization of ideas and thought processes through wireframing and design compositions
- Worked with client individually to gather information regarding project vision
- Exported client-approved design layout to layered PSD file, web development form

EDUCATION

Pennsylvania State University University Park, PA
Bachelor of Arts: Integrative Arts Graduated: May 2001

ADDITIONAL SKILLS

- Ability to manage and strategize projects while predicting potential issues with forward thinking
- Willing to communicate with clients on project outlines and work / share information with assigned team
- Deadline management
- Multi-platform proficient: Windows, Mac, and learning Ubuntu
- Mobile internet on latest iOS and Android operating systems
- Social media
- Excellent written and verbal communication skills
- Detail oriented, fast learner
- Intermediate knowledge of Spanish