

Robert J. Rutman

Production Artist / Asset Manager / Photoshop Manipulation Artist

Rjrutman.github.io
rjrutman@gmail.com
310-916-8786

Production Artist / Graphic Designer - Vubiquity , Burbank, CA. Nov 2017 - present

- Lead designer for Marketing department
- Creative services support for design, content, & media
- Works directly with EVP, Marketing to brief creative process and direction
- Creation of various flyers, signs and marketing advertising
- Uploading all content to corporate website

Production Artist / Asset Manager (Temp) - Saban Brands LLC , Los Angeles, CA. Sep 2017 - Nov 2017

- DAM management and server migration
- Creative services support for design, content, & media
- Work closely with clients to validate project requirements for technical feasibility
- Creation of various flyers, signs and marketing advertising
- Reviewing and preparing images for print

Electronic Graphics Operator - Point 360, Burbank, CA Jul 2016 - Sep 2017

- Titles and graphics for TV and film
- Creation of end credits and end rolls
- Digital titling, inputting, proofing and rendering
- Create dub cards and subtitles in multiple languages

Digital Distribution Operator - Point 360, Burbank, CA Feb 2015 - Sep 2017

- Distribution of both physical and digital media elements
- Creation and verification of both technical and contextual metadata documents (XLS and XML)
- Media transfers via various delivery methods including Aspera SCP, Faspex, FTP, Signiant, Media Exchange, Smartjog, Media Monorail and physical hard drive transfers
- Utilizing, monitoring and interfacing with production databases and systems including MVIS, WSIS, ITJ and various in-house methods of tracking assets

SKILLS

HTML5

CSS3

Adobe Photoshop CC 2017

Adobe Illustrator CC 2017

Adobe After Effects CC 2017

Adobe InDesign CC 2017

Bridge

LightRoom

Web-based delivery systems

Microsoft Office

Microsoft Excel

Power Point

Aspera connect

Signiant Platforms

FTPs

EDUCATION

Santa Monica Community College - Various classes in Web Design

Clark College - Various general courses

Lead Digital Asset Specialist - SDI Media Inc, Culver City, CA
Aug 2013 - Feb 2015

1. Data management - organization and management of data as associated with media files and inter-departmental workflows
 - Ingested and delivered audio/video deliverables to iTunes, Amazon, HBO, and other broadcasters and affiliates
 - File management - maintaining disk allocation and organization for vast digital media library
 - Updated and maintained company's archive of tangible and digital media