Robert J. Rutman

http://rjrutman.github.io | rjrutman@gmail.com

Experience

Freelance Web Designer, Los Angeles - Web Designer

- Create and design templates for websites
- Build responsive websites specializing in HTML, CSS, and Bootstrap
- Troubleshooting Locate and fix bugs
- Work closely with clients to validate project requirements for technical feasibility

Electronic Graphics Operator - Point 360, Burbank, CA

- Create Main Title Design and Title Layout for TV, Film and Web
- 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

- 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

Lead Digital Asset Specialist - SDI Media Inc. Culver City, CA

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

Software Skills

- HTML5
- CSS
- JavaScript
- Photoshop
- Bridge
- After Effects
- Final Cut Pro
- Web-based delivery systems
- Microsoft Office
- Microsoft Excel
- Aspera Connect
- Signiant
- FTP

Education

Santa Monica Community College - Various classes in Web Design

Clark College - Various general courses