



Nate Simon

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Education

Boston University: Center for Digital Imaging Arts (BUCDIA)
Certificate Graphic/Web Design

Waltham, MA
May 2009

Eckerd College
Bachelors of Arts: Visual Art

St. Petersburg, FL
May 2007

Technical Expertise

HTML, HTML5, XML, XHTML/CSS, Adobe Suite CS3/CS4/CS5/CS6, JavaScript, JQuery, Constant Contact, MailChimp, Silverpop, DSI, Responsy, Microsoft Office, PHP, BBEdit, Quark Xpress, Final Cut Pro, WordPress, Documentum, C.A.T., Quad & Marketer Studio, JobQueue, RedDot, AS400/VIPER, Social Engine Diigo, Cumulus, PlanControl, Basecamp, PubAdmin, Custom CMS Systems, SiteCore, Project Management, UX/UI design, Mobile App,

Graphic/Web Experience

Greater Boston Real Estate Board: GBREB (www.gbreb.com)

Boston, MA

Director of Web Development

August 2014 – Present

- Update and maintain content of company website via multiple applications.
- Ensure all content flows into the company website properly on a daily basis.
- Collaborate with the rest of the Interactive team on producing emails, promotional campaigns & materials
- Working with all GBREB divisions in ensuring product deadlines and information

Vantage World Wide Travel (www.vantagetravel.com)

Boston, MA

Web Content Maintenance Manager

February 2012 – August 2014

- Update and maintain content of company website via multiple applications.
- Ensure all content flows into the company website properly on a daily basis.
- Collaborate with the rest of the Interactive team on producing emails, promotional campaigns & materials
- Collaborate with the rest of our Product Departments to ensure quality and consistence is achieved through out our new products

CMAccess

Boston, MA

Contract: Graphic & Interactive Designer

October 2011 – February 2012

- Provided web content updates and development for the non-profit company TERC (www.terc.edu).
- Provided web-design and development for Brainshark (www.branshark.com).
- Provided updated HTML/CSS code to clients for broken links, pages and images
- Implemented new pages, links and image carousels to clients
- Working with Brainshark's clients to ensure accuracy, quality in content along with completing deadlines

The Creative Group

Boston, MA

Contract: Graphic & Interactive Designer

April 2011 – November 2011

- Updated websites and fixed broke code, links, creating new pages and pages for Rain Castle (www.raincastle.com)
- Updated websites and fixed broke code, links, creating new pages and pages for Executive Concept (www.executiveconcept.com)
- Worked with Executive Concepts to create UX/UI designs for their clients
- Assisted companies in designing their websites by providing wireframes, layouts, designs, and logos.

Haus of Realty (www.hausofrealty.com)*Graphic & Design: Creator and Developer***Boston, MA***February 2011 – September 2012*

- Created a dynamic real estate/interior decoration website that seamlessly combined both aspects of the company.
- Worked with appropriate stakeholders on overall layout, navigation, and flow of the website.

Fidelity Investments (www.fidelity.com)*Contractor: EMarketing***Boston, MA***May 2011 – August 2011*

- Edited e-mail templates using HTML/CSS for all four major Fidelity websites.
- Created cross-department conference materials, events, webinars, internal e-mails, target flashes, and save the dates.

Darby Road*Furniture creator, designer, web & social creator***Waltham, MA***March 2011 – May 2011*

- Created a blog, Twitter, and Facebook pages for the company to keep customers updated on sales and discounts.

Sooshi-Clothing (www.sooshi-clothing.com)*Freelance Designer***Los Angeles, CA***December 2010 – January 2011*

- Created a custom site to keep customers updated with new designs and t-shirts.

Loudbus Media, LLC.*Director of Graphics and Design***Cambridge, MA***January 2010 – November 2010*

- Created layouts for Loudbus.com and Loudbustools.com.
- Designed the logo, newsletters, e-mail layouts, and print materials for client-facing use.
- Project managed across interns, designers, copywriters, and the marketing department.
- Conducted weekly meetings regarding graphics, designs, up and coming projects, and deadlines.

Millennium Campus Network Conference (www.mcc2010.com)*Contractor: Freelance Designer***Boston, MA***August 2010 – October 2010*

- Provided updated PHP code on broken links and webpages
- Provided updated images on missing images
- Provided a Paypal update for broken shopping cart

The LaVoie Group*Contractor: Head of Graphic & Web Design***Salem, MA***October 2009 – February 2010*

- Provided graphics and web design expertise for both the Lavoie Group and their clients in the pharmaceuticals.

Non-Profit Work**State of New Hampshire: Department of Health and Human Service***The Truth about Alcohol: Colleges awareness of underage drinking update***Concord, NH***September 2010***CDIA Practicum***Light of Cambodian Children, Inc. (www.reaksmey.org)***Lowell, MA***April 2009***State of New Hampshire: Department of Health and Human Service***'The Truth About Alcohol: Colleges Awareness of Underage Drinking' Informational Brochure***Concord, NH***May 2007 – July 2007***Capital Center for the Arts***Promotional Poster for the band Gaelic Storm***Concord, NH***December 2006 – January 2007***References****Professional****David Bussiere***CEO of Loudbus Media LLC or LOUDWORK***Personal Phone:** 617.818.7945,**Work Phone:** 617.410.6851

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ADP

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