



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

Professional Experience

Greater Boston Real Estate Board: GBREB (www.gbreb.com)
Director of Web Development

Boston, MA (Remote work)
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
- Project managed re-design on website
- Designer re-design for website
- Develop Functionality
- Photographer for events

Technical Skills:

- Hand code HTML/CSS Files: New or previously created
- Using up to date technology and methods to create HTML/CSS docs
- Working with Multiple FTP's and understanding how networks work
- Creating comps and Wireframes for clients and employees
- Understanding stand web practices and standards
- Understanding Bootstrap and SaSS
- Creating web banners in Photoshop and Illustrator
- Color correcting and or photo editing in Photoshop
- Collaborating with other employees and problem solve
- Communicating with clients about websites
- Knowledge of QA testing and troubleshooting for bugs

Vantage Deluxe World Travel (www.vantagetravel.com)
Web Content Maintenance Manager

Boston, MA
February 2012 – August 2014

- Create Daily Email campaigns for our Land Tours and River Cruises
- Maintained content of the company's website via multiple applications.
- Discussed and worked with Directors on yearly trips and tours
- Ensured all photography & Photos were up to date

- Ensured all content flows into the company website properly on a daily basis.
- Collaborate with the Interactive team on producing emails, promotional campaigns & materials
- Collaborate with all channels to ensure quality and consistency is achieved throughout our new products.

Technical Skills:

- Hand coded HTML/CSS Files
- Using up to date technology and methods to create HTML/CSS docs
- Working with Multiple FTP's and understanding how networks work
- Creating comps and Wireframes for clients and employees
- Understanding stand web practices and standards
- Creating web banners in Photoshop and Illustrator
- Color correcting and or photo editing in Photoshop
- Designing Email Templates

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)

Boston, MA

Graphic & Design: Creator and Developer

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)

Boston, MA

Contractor: EMarketing

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

Waltham, MA

Furniture creator, designer, web & social creator

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)

Los Angeles, CA

Freelance Designer

December 2010 – January 2011

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

Loudbus Media, LLC.

Cambridge, MA

Director of Graphics and Design

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

Photography

Photography: Tilt ® Clothing Co.

Photography: Firesideinsight

Member: @IGBoston

Member: @IGERSSTPETE

Boston, MA
Boston, MA
Boston, MA
St. Petersburg, FL

References

Alena Aniskovich

ADP

Personal Phone: 617.460.4641

E-mail: aaniskovich@gmail.com

Jack Graham

Vantage Deluxe World Travel

Personal Phone: 857.891.6063

E-mail: jack@jackgraham.net

Jake Hubert

CEO: TILT Lacrosse Clothing

Personal: 612.733.7591

E-mail: Jake@tilltlacrosse.com