

SETH ABBOTT

8787 WOODWAY #5305 - HOUSTON TX 77063
PHONE 713-304-9607 • E-MAIL: SETH@SETHABBOTT.COM

OVERVIEW

As Lead Designer/Development Operations Manager for 4 Guys Interactive I was very involved in the complete design/production lifecycle for all web and print projects. I worked with clients directly through the entire project from conception to completion. My team lead responsibilities required that I maintained project scope, schedule and budget for all projects as well as reviewing and approving all design concepts prior to client presentation while at the same time serving as designer on a minimum of three projects. Over the years I have become intimately familiar with design principals such as typography, color theory and page layout techniques as well as technical proficiency in Adobe Photoshop/Illustrator, Macromedia Flash, pre-press production, HTML, Cascading Style Sheets, JavaScript and Information Architecture. As a partner with Bluewire Technology, I fine-tuned my skills in corporate branding and identity design as I worked with clients to visually communicate their values, and direction as a company on a multitude of media. It is here that I educated myself in the sales arena and used my skills such as proposal writing and scope documentation to secure all design projects for this company. Working for myself has taught me to fully understand the time and materials cost of producing a wide array of print and web design projects.

In closing, I bring to your organization all of the skills listed above and years of experience as well as the desire to continue my education and understanding of this rapidly evolving industry. I look forward to discussing this employment opportunity with you further.

OBJECTIVE

To obtain a position as a Graphic Designer/HTML Production Specialist with a company that has strong, positive core values and the determination to succeed.

SUMMARY OF QUALIFICATIONS

Diversely talented leader with more 6 years of experience. Background in team leadership, project management, print design, web and multimedia design and website engineering. Dedicated team member with outstanding work ethic who focuses on quality while maintaining efficiency.

PROFESSIONAL EXPERIENCE

9/03 – Present Seth Abbott Creative Developer Houston, TX
Independent Contractor

As an independent contractor I have marketed my print and web design services to numerous organizations in the retail, entertainment and financial industries. Utilizing my skills in identity design, I have created a brand for myself that has become recognized and associated with high quality graphic design. Responsibilities include the following :

- Sold, scoped, managed and developed all web, print and identity design projects.
- Consulted with in house design teams as required by clients.
- Required to work and manage up to 8 projects at a time.
- Coordinated project deliverables with individual printers to ensure schedules were met.

4/02 – 9/03 Bluewire Technology Houston, TX
Partner

As a part owner in this company I completed a wide variety of projects ranging from corporate identity design to Windows 2000 domain administration as well as developing internal business process definition. Responsibilities include the following :

- Sold, scoped, managed and developed all web and print graphic design projects.
- Acting Creative Director, reviewing all design concepts prior to client presentation.
- Project Managed all web/print development projects that were outsourced.
- Created and maintained all internal company branding media including website, business cards, letterheads, magazine ads and posters.
- PC support technician for a 300 node network.
- Cisco Call Manager 3.2 administrator.
- Cisco Unity 2.4 administrator.
- Basic Windows 2000 domain administration.
- Completed a variety of data and telephony wiring projects.

2/01 – 3/02 4 Guys Interactive, Inc. Houston, TX
Development Operations Manager

As Lead Designer I was required to work with clients from conception to completion. I also led a development team of programmers and graphic designers who produced a wide variety of web services that range from corporate identity design to web application development. Responsibilities include the following:

- Ensured projects met budgetary guidelines.
- Acting Creative Director, reviewing all design concepts prior to client presentation.
- Bridged the gap between programmers and designers ensuring collaborative team effort based on scope.
- Created and maintained project scope.
- Created and tracked development team weekly goals.

- Projected and tracked weekly development hours per developer, per project.
- Ensured Development team members finished each month with at least a 75% bill rate.
- Held weekly Development meeting to review status of all open projects and direction going forward.
- Required to work on average of three client development projects at one time as lead designer while performing previous responsibilities.
-

11/97 – 2/01 4 Guys Interactive, Inc.

Houston, TX

Lead Designer

Led the creative direction of 4 Guys as a company and all client work. Responsibilities include the following:

- Reviewed/approved all mockups and creative concepts prior to client presentation.
- Coordinated efforts of print, multimedia and web designers.
- Trained designers on correct methods of producing stable, cross-platform html.
- Trained designers on page layout and interface design techniques for complex projects such as Intranets, Extranets and a variety of e-commerce projects.
- Held weekly Design Team meeting to review status of all open projects and provide direction going forward.
- Required to work on average of four client development projects at one time as lead designer while performing previous responsibilities.

1/93 – 1/97 United States Navy – USS Tarawa LHA-1

San Diego, CA

Airman - Aviation Boatswains Mate Fuels (ABFAN)

Member of a flight deck aviation fuel crew. Responsibilities include the following:

- Maintenance of flight deck fueling stations.
- Fueling aircraft as required.
- Performed regularly scheduled security watch.
- Member of aviation fire fighting team.
- Awarded Navy Achievement Medal.
- Awarded Good Conduct Medal.

SKILL SET

- Excellent knowledge
 - HTML (can write by hand or use various editors)
 - HTML Cross Browser Compatibility
 - Information Architecture
 - User Interface Design
 - Project Planning/Engineering
 - CSS (cascading style sheets)
 - Adobe Photoshop
 - Adobe Illustrator
 - Microsoft Office 2000/XP
 - Pre-Press Production
- Intermediate knowledge
 - Macromedia Flash
 - Javascript
 - Cold Fusion and other middleware programs
 - Microsoft Visio Enterprise edition
 - Macintosh Platform

EDUCATION

- | | | |
|--------------------------|-------------------------|-------------|
| 1988 - 1992 | Mayde Creek High School | Houston, TX |
| <i>Graduate</i> | | |
| ■ Graduated with 3.2 GPA | | |

EXAMPLES OF WEB DESIGN WORK

To view portfolio please visit www.sethabbott.com

www.4guys.com

www.travelselections.com

www.cemexconnection.com

www.airplaneshop.com

www.specorp.com

www.startrustfcu.com

www.workrover.com

www.yardgeek.com

www.bluewiretech.com

www.ecitysuites.com

www.mindwireless.com

www.healthtask.com

www.championsisters.com

www.airfilterusa.com

This document was created with Win2PDF available at <http://www.daneprairie.com>.
The unregistered version of Win2PDF is for evaluation or non-commercial use only.