



# Jay Kovach

South River, New Jersey

GRAPHIC DESIGN

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## Qualifications

- Proficient in Adobe Photoshop, ImageReady, Illustrator, InDesign, GoLive and Dreamweaver
- Also proficient in office programs Microsoft Word, Powerpoint and Apple Pages
- Knowledgeable in HTML and CSS code for designing webpages
- Fully-functional cross-platform webpage design
- PC and Mac platforms, including Windows XP and Vista and Mac OS X Tiger and Leopard
- Familiar with large-format inkjet printers, flatbed scanners and digital cameras

## Education

**Middlesex County College, Edison NJ**

AAS in Media Arts, Advertising Graphic Design, 3.14 GPA  
Graduated May 2008

### Relevant Coursework

- Typography, Portfolio, Print Production, Advertising Design, Graphic Design Skills, Digital Graphics
- Freehand Drawing, 2D and 3D Design, Photography I, Photography II
- Art in Industry and Commerce, Principles of Advertising, Business Organization and Management, Computer Applications for Business

## Activities and Awards

- Selected for the Who's Who Among American High School Students, 2002 - 2003
- President of an active environmental awareness club, 2002 - 2003

## Work Experience

**Library Technician, Diagnostic Imaging,**  
*John F. Kennedy Medical Center, Edison NJ*  
June 2000 - Present

- Take and direct phone calls from patients and physicians
- Print hardcopy x-ray film via the PACS x-ray imaging system
- Burn CD-ROMs of medical records upon patient request
- Prepare paperwork for the Health Information and Billing departments
- Pull and file old medical records

**Webmaster, Ziedrich.net**

*September 2000 - Present*

- Created and maintain fan site to provide gaming and anime information
- Responsible for design, development and taking care of the site hosting account
- Coordinate three to four part-time staff members

**Staff Artist, eCritters.biz**

*March 2004 - Present*

- Design pet and item artwork for a virtual entertainment environment
- Create art and apply color and effects directly in Photoshop
- Moderate user forums

**Freelance Photo Retouching**

*December 2007*

- Restored a group of old family photos in Adobe Photoshop
- Removed scratches and creases
- Fixed contrast and color balance
- Printed finished files on glossy inkjet paper