

Dean Willis

Cincinnati, OH ♦ (513) 884-7260 ♦ drwillis@gmail.com

Career Objective

- Develop experience in media production while applying my extensive knowledge of web design, new media, and writing.

Area of expertise

- Frequently wrote short advertising pieces for the monthly email newsletter for Jake Sweeney Automotive
- Familiarity with coding principles and proficiency with several different programming languages.
- Wrote short pieces for the monthly newsletter, which was managed by an ESP for Jake Sweeney Automotive.
- Maintained blogs on Blogger and WordPress for many years.
- Worked with several different CMS systems while working at Jake Sweeney Automotive.
- Designed banner ads about monthly promotions for use on the websites and the newsletter.
- Worked to help in creating an e-commerce site during internship with the Gold Rush Documentary.
- Designed a platform using VHX, a site created specifically to help people sell films.

Technical Skills:

- HTML, CSS, Bootstrap, Audio and Video recording, mixing, editing
- MLA, APA
- Wired/Wireless networking, adept computer technician

Software/Operating System Experience

- Microsoft Office, Adobe Photoshop, Illustrator, Muse, Premiere, Dreamweaver, Flash, InDesign, After Effects, Avid Media Composer, Logic Pro X, Reaper, Audacity, Pro Tools, Native Instruments 9, Blogger, WordPress, Trello, Vimeo, Notepad++
- Windows XP, Windows Vista, Windows 7, Windows 10, Mac OSX, Ubuntu

Education & Certifications

University of Cincinnati 2010-2015

BFA in Electronic Media.

BA in English with Focus on Creative Writing.

AA in Liberal Arts.

Certificate in Writing.

Work History:

Freelance Work

May 2015 – Present

- Built a website for Moms of Mantua, a neighborhood group located in Fairfax, Virginia
- Edited short video advertisement for a local cub scout troop
- Worked as stage crew at a community theater for various shows
- Worked as handyman and tech support for a local dance studio from 2013 to 2016

Dean Willis

Eastgate Tax and Payroll Service | Cincinnati, OH

Phone Operator and Computer Technician

January 2007 – Present – Part Time

- Scheduled appointments for clients
- Answered basic tax questions
- Called clients when further information or clarification was needed
- Performed computer maintenance
- Designed and built new computer for the company December 2014-January 2015

Web Development Intern | Cincinnati, OH

UC Production Master Class

January 2015 – May 2015

- Maintained project website using Adobe Muse
- Began development of mobile version of project website
- Assisted in constructing sales page on VHX.com to sell copies of documentaries made by the class
- Assisted in transcribing interviews and dialogue from 2015 Gold Rush Expedition Race
- Assisted in critiquing of various cuts

Jake Sweeney Mazda | Cincinnati, OH

Media Manager Intern

January 2015 – April 2015

- Consulted on scripts for commercials and other videos
- Edited videos for service department
- Assisted in filming for commercials
- Took photos for use in ads
- Wrote monthly newsletter ads
- Created banner ads for dealership websites
- Created print ads for certain services and promotions
- Assisted in migration of data and other content while multiple dealership websites were being redesigned and moved to a new host

Bigg's | Cincinnati, OH

Senior DDR Technician

January 2007 – April 2010

- Responsible for tracking damaged, defective, and recalled products
- Used spreadsheets to track large numbers of products being sent back due to seasonal resets, recalls, etc.
- Worked with SuperVALU (the then-corporate owner) and various merchandisers via phone and email to ensure proper reimbursement for returned merchandise
- Ensured that recalled products were immediately pulled
- Used the AS400 to account for damaged products in inventory and to create RTVs for non-foods products being returned
- Filed weekly reports on aforementioned inventory changes with direct supervisor, department managers, and store director
- Certified in handling hazardous products

Dean Willis

- Also assisted in stocking merchandise in non-foods and produce, housekeeping, carts, and running cash register