

Robyn Rosen
PO Box 5635
Clark, NJ 07066
(908)-590-1582
robynrosen@gmail.com

Objective: To obtain a position that utilizes my education and experience in Internet technology

Education

Union County College: Springfield Avenue, Cranford, NJ 07016

January 2007-December 2009

Associate Degree in Applied Science:

Graduated with High Honors – January 2010

GPA: 3.97

Graphic Design Certificates: Print Media and Prepress

August 2005

Honors and Awards: Computer Science Award for Academic Excellence, May 2009; President's High Honors List, All Semesters

Special Projects: PHP independent honors study; Access 2007 faculty database

Work Experience (freelance and full-time)

* **Union County Peace Council:** Cranford, NJ 07016

Freelance Webmaster:

July 2005 – December 2006

Designed and coded website for local non-profit organization using HTML and CSS. Created organization's logo and edited, color corrected and optimized digital photographs. Maintained content and links as needed.

* **Morbid Outlook:** Astoria, NY 11102

Freelance Website Production and Photo Editing:

June 2005 – December 2006

Edited html content and edited, color corrected, resized, and optimized images for online magazine.

* **Hachette Filipacchi Media:** New York, NY 10019

Freelance Website Production and Photo Editing:

July 2006 – August 2006

Edited HTML and CSS based website content and electronic marketing materials for Premiere Magazine. Created ad banner and edited website content for Car and Driver Magazine/JVC promotion.

* **Connections Personnel:**

* **L'Oreal USA:** Clark, NJ 07066

Purchasing / Administrative Assistant:

August 1999 – December 2006

Employed seven years in various temporary positions. Negotiated special purchases and sample requests for experimental cosmetic product processing with emphasis on ensuring on-time delivery. Developed and maintained excellent rapport with external suppliers and L'Oreal chemists. Interfaced with all departments, domestic and overseas, to coordinate various requirements.

* **North Jersey Newspapers:** Clark, NJ 07066

Customer Service Coordinator:

February 1996 - June 1999

Received and resolved customer complaints regarding newspaper delivery. Data entry on Alpha 4 program. Scheduled messengers for advertisements. Processed all mail and related paperwork. Hired new carriers and supervised quality of carrier deliveries.

Technical Skills and Experience

Software: Search Engine Optimization, CSS, HTML, PHP, MySQL, JavaScript, Dreamweaver, Adobe Photoshop, Adobe Illustrator, QuarkXPress, Visual Basic, C++, Microsoft Access, Word, Excel, and PowerPoint

Hardware: PC and Mac

References: available upon request.