



Eugene Kallaur

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Graphic Designer

Design Experience

- Designed and created advertisements
- Re-designed product packaging
- Created company image logos
- Created various Web Sites
- Produced and sold a CD compilation
- Created photo shoots and manipulated digital images
- Designed magazine spreads
- Created online tutorial for an electronic procedure
- Typographic design

Personal and Business Skills Profile

- Graphic Design
- Adobe Programs
- Web Design
- Macromedia Programs
- AutoCAD
- Documentation
- Digital Photography
- Technical Writing
- Audience Analysis
- Layout
- Project Management
- Budget Analysis
- Marketing Principles
- Fluent in Russian
- Oral Presentation
- Microsoft Office

Work Experience

6/2004-Present **Digital Art Consultant**, Van Hornesville, NY.

Projects include providing budget analysis, contract proposals, samples, negotiation of terms and project management. Perform graphic design and layout, including typography and image restoration. Develop advertising websites and brochures for clients.

- **Holy Trinity Seminary**, Jordanville, NY
Recreation of school website and other visual communication pieces. <http://www.hts.edu>
- **Synod of Bishops**, Non-Profit Organization, New York, NY
Development of company image and re-design of news website using DreamWeaver, Flash, PhotoShop and Illustrator. Restoration of images. <http://www.synod.com>
- **Roosterphone.com**, Philadelphia, PA
Created company image and logo using PhotoShop. Creation and modification of images used to create logo.
- **HTM**, Non-Profit Organization, Jordanville, NY
Produced graphic design and layout of CD packaging for a documentary series using PhotoShop and Illustrator.
- **Myrrbearers Women's Choir**, Non-Profit Organization, Blauvelt, NY
Produced graphic design and layout of CD cover, distributed commercially using PhotoShop and Illustrator.
- **EK Design**, Van Hornesville, NY
Mastered and produced a 14-CD boxed set commemorating an historical event in Russian Orthodox church history. Designed and created product packaging, marketing analysis and advertisement. Product was distributed as a limited edition.



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Work Experience, continued

9/2004-12/2004 Heidelberg, Herkimer, NY. **Project Manager**

- Revamped visual communication image through creation of logo, brochures, menus, website, etc.
- Performed time management for a team of three.
- Improved work flow through coordinated task delegation.
- Oversaw client communication.
- Proactively and aggressively pursued work schedule, completing projects within deadlines and under budget, despite various coordination and communication challenges.
- Effectively managed client communications by providing status reports and daily updates.
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9/2002-8/2004 Holy Trinity Monastery Bookstore, Jordanville, NY. **Assistant Manager/Designer**

- Coordinated multiple employees by delegating tasks on a daily basis.
- Completed various design projects, including catalogs and cover design for books and CDs.
- Maintained database of inventory.
- Acted as head of book stock room, managed inventory and filing.
- Prepared schedules and coordinated various business meetings.
- Coordinated task delegation.

6/2000-9/2000 Egcon Inc., W. Nyack, NY. **Graphic Designer**

- Graphic design of book covers and chapter illustrations.
 - Typeset text using WordPerfect.
 - Developed and implemented layout of books.
 - Collaborated on overall book designs.
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Education

Bachelor of Science, December 2004 SUNY Institute of Technology, Utica, NY.

Major in Professional and Technical Communication.

Bachelor of Theology, May 2002 Holy Trinity Seminary, Jordanville, NY.

Study of Russian Orthodoxy and Culture. All courses taught in Russian.

Certificates:

AutoCad 2000 Drafting Certificate, September 2002 Bluedata Inc., Manhattan, NY.

AutoCad Drafting Certificate, June 1997 B.O.C.E.S. Vocational Institute, New Hartford, NY.

Memberships

Member of the American Institute of Graphic Arts (AIGA) since 2004

ekallaur.com

References Available Upon Request