

## Robert Reichert

410.746.1141

robertjohnreichert@gmail.com

### Experience:

Design Consultant  
Advanced Programs Inc. | Columbia, Maryland April 2011  
Development of Flash videos demonstrating hardware configurations and maintenance procedures.

Design Consultant  
CT Lien Solutions | Glendale, California July 2010  
Development of Flash videos demonstrating software functionality for clients, production of accompanying print guide

Marketing Coordinator  
CT Lien Solutions | Glendale, California July 2008 – June 2009  
Design and maintenance of marketing materials, design of online training modules, maintenance of Salesforce.com databases

Administrative Assistant  
Maryland Dept. of Education | Baltimore, Maryland May 2006 – July 2007  
Maintenance of department website, design of reference materials, logo design, schedule and coordinate meetings and appointments including travel and lodging arrangements

Customer Service Representative / Trainer  
Roto-Rooter Plumbing Services | Columbia, Maryland Jan. 2004 – March 2006  
Provided inbound customer support for national customer base, consistent top performer in appointment setting and call taking, responsible for training new CSRs, assisted in development of training materials

### Education:

Bachelor of Arts, Design June 2011  
California State University, Los Angeles  
Associate of Arts, Fine Arts May 2006  
Anne Arundel Community College

### Technical Skills:

Mac and PC proficiency  
Programs: Photoshop, Illustrator, Indesign, Flash, Captivate, Rhino 3D, Poser, Sketchup,  
Protocols, Reason, Soundforge, Microsoft Office Suite

### Design Skills:

Page Layout, Branding, Identity, Packaging, Typography and Lettering, Color Theory, Drawing.

### Awards:

Outstanding Contribution to the College Community  
Anne Arundel Community College  
Dean's List  
California State University Los Angeles