

# James E. Bulas

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Charlotte, NC

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## Skills

### Extensive skills in art creation and design

- Trained at school, as well as in own free time, in most all forms of computer art applications, on PC, MAC, and Linux.
- Worked on Windows Server 2003, as well slight Novell experience.
- Traditional artist as well including: drawing, inking, illustration.
- Strong understanding of art practices such as layout, color theory, negative space placement and composition.

### Marketing Success

- First set of monthly brochures for Volvo Trucks of Charlotte received a 10% return rate
- Recently worked on 6 month Search Engine Optimization campaign for flooring importer, achieved first page Google search results.
- Able to create advertisements that target specific demographics, such as signs, printed advertisements, and web layout.

### Exceptional team player

- Quick ability to learn new software applications; can learn new things to accomplish specific jobs.
- Has worked productively in numerous group projects; brings fresh ideas, dedication and a hard working attitude.
- Multi-tasked between school and plumbing work; able to handle many different deadlines while keeping projects and work far above par.

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## Software

Coldfusion	mySQL	smarterMail	Word	Flash
Photoshop	IIS	Premiere	Excel	Dreamweaver
Illustrator	Maya	Quark Xpress	Power Point	Pagemaker
Freehand	Studio Max	Corel	Access	Front page
Indesign	After Effects	GIMP	Aptana	Javascript

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## Education

Bachelor of Fine Arts in Computer Art  
Savannah College of Art and Design  
Savannah, Georgia, May 2003

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## Career History

### ESP Associates, P.A., June 2007 - Present

- Media Designer; created / maintained database driven company website using HTML, Coldfusion, and mySQL based from manager concept. Maintained IIS web server and domain name hosting through a VPS, including setting and maintaining websites, mail, and FTP accounts for outside customers.

### Herff Jones, December 2006 – June 2007

- Pre-press operator; Checked customer-submitted files for multi page layouts, fixed links, made ready-to-print postscripts files for printing press, completed Photoshop touch up work for various photos/graphics, bindery work.

### LobbyLoo, March 2005 – December 2006

- Web/Graphic Designer; Optimized web graphics and created new art for company website, created new graphics/banners for products, designed advertising material for print and in store signs, photographed new stocked items for sale on website.

### Edwards & Associates, October 2004 - March 2005

- Office Manager; oversaw an office staff to make sure everything in the company ran smoothly. Set goals for office personnel, hired and trained new employees, wrote and edited proposals for Auto Manufactures and independent Dealerships, traveled and met with national clients for reviews of company manuals, worked on overall look of website, corporate book, class book covers, presentations, and various design aspects of all printed material. Monitored company server; made sure server stayed updated, maintained VPN structure with multiple remote laptops. Maintained company web-site and on line automotive manufacturer model specific databases. Dealt one-on-one with a marketing team; built and updated websites for Auto Dealers throughout the country. Created Power Point presentations from Automotive Consulting student books, proofed and type-set documentation including manuals, business letters, monthly newsletters and brochures. Printed, assembled, and shipped class books for workshops across the country.