

STEVE J. LETTERS

letters@bgsu.edu
<http://digitalarts.bgsu.edu/portfolios/letters>

Current Address:

1515 East Wooster, Apt. 41
Bowling Green, OH 43402
(419) 352-3221

Permanent Address:

2242 Grant Wood Drive
Toledo, OH 43613
(419) 472-2694

OBJECTIVE

To apply my educational background in fine arts and relevant experience in photography, digital arts and design as web designer.

EDUCATION

Bowling Green State University, Bowling Green, Ohio
Bachelor of Fine Arts, 2-D Studies in Photography, May 2008

- Graduated Summa Cum Laude
- Recipient, Bowling Green State University Professor's Scholarship, 2004 – 2008
- Awarded the Charles Lakofsky Art Award, 2007
- Earned the Toledo Dealership Scholarship, 2004 – 2007
- Recipient of the Harry V. Frankfather Scholarship, 2005

PROFESSIONAL EXPERIENCE

BGSU Information Technology Services Bowling Green, OH
Student Supervisor, May 2006 – present

- Train and provide daily supervision for approximately 70 student employees who help students, faculty, and staff with technology-related questions in eight campus computer labs.
- Conduct consultants' evaluations and coaching for performance improvement
- Respond to technical questions from consultants and update on-line documentation for computer lab procedures.
- Entrusted with direct access to confidential codes
- Conduct inspections of labs, report hardware problems, and monitor operations.

Computer Lab Consultant, April 2004 – present

- Open and close campus computer labs.
- Gain experience troubleshooting hardware issues

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The Clothing Connection, Toledo, OH
Freelance Web Designer and Programmer, Summer 2006 - present

- Consult with the store owner to identify the scope of the project and determine site navigation.
- Conceptualize the visual template for an e-commerce website for this local retail clothing store.
- Program in HTML, CSS, and JavaScript.
- Provide ongoing technical support, photography of new merchandise, and prepared images for the web publication at <http://www.clothingconnection.com>.

PHOTOGRAPHY SKILLS

- Extensive experience using both color and black and white film processing and development.
- Adept at the use of 35mm, medium format and large format cameras.
- Proficient in Adobe Photoshop.

TECHNICAL SKILLS

- Trained in website design (HTML, CSS, JavaScript, PHP, MySQL, and Macromedia Flash).
- Experienced in theatrical set work including lighting, set construction and painting.
- Possess strong knowledge of and experience with various software applications including Microsoft Office Suite.