



Adam J. Gillis

Telephone: 647.240.9472

E-Mail: adam@adamjgillis.com

Portfolio available: www.adamjgillis.com

Professional Objective:

Reliable and independent university educated professional, seeking full-time employment in a challenging environment where I can utilize my diverse skill set. I have several years experience working within various office environments, many of which have been in the non-profit sector, as well, I am an active volunteer and involved in community work. In addition I have experience in the retail sector, where I utilized my customer service skills.

Professional Profile:

- Excellent time management skills, able to work well with other people
- Use of Windows POS software, retail and customer service experience
- Experience working freelance, able to take direction and multi-task
- Computer literate, well versed in graphic and photo editing software

Professional Development:

Office Workers Career Centre

- various career development, including a two week intensive workshop

Toronto, Ontario

2009 to 2010

NSCAD University

BA Interdisciplinary / Visual Communication Design

- Various graphic arts courses, pre-press and publishing, web-design courses

Halifax, Nova Scotia

2004 - 2009

Ottawa School of Art

- Various courses in black and white and colour photography

Ottawa, Ontario

2000 - 2002

Community Volunteer Involvement:

519 Community Centre

- data entry / database maintenance / various clerical responsibilities

Toronto, Ontario

2009 to 2010

Africa's Children - Africa's Future

- creation of an information pamphlet for "World AIDS Day 2009"

Toronto, Ontario

2009

American Cancer Society

- donation of online resources and time, for an annual fundraiser

Atlanta Georgia

2007 - 2008

UNICEF Canada

- organized a fundraiser to help support the "UNICEF Emergency Food Fund"

Halifax, Nova Scotia

2008

Graphic Design Experience:

Ditch The Car Productions

- graphic designer / web designer
- logo development and branding
- HTML web-site development and design

Toronto, Ontario
2010

Euphonic Sound Recording Studio

- graphic designer
- graphic design, pre-press and layout
- development of CD art and packaging

Toronto, Ontario
2010

The Printing House

- graphic designer / finishing and design specialist
- graphic design and pre-press
- customer service / clerical responsibilities

Toronto, Ontario
2010

Centennial Sweeping

- graphic designer / web designer / photographer
- HTML web-site development and design
- promotional photography and illustration

Toronto, Ontario
2010

Factz Research

- graphic designer
- graphic design, pre-press and layout

Toronto, Ontario
2009 to 2010

George Brown College

- graphic designer
- graphic design, pre-press and layout

Toronto, Ontario
2009

FutuRéale Magazine

- junior layout artist
- graphic design; pre-press and layout

Toronto, Ontario
2009

Galveston.com & Company

- graphic designer / 3D modeler / photographer
- graphic design, digital photography & editing, 3D digital CADD modeling
- creation of an interactive 3D model of a city for tourism purposes

Galveston Island, Texas
2006 to 2007

Apprehended Films / CBC Television

- assembly editing / online video editing
- editing historic video for the 2006 CBC production "October 1970"

Halifax, Nova Scotia
2006

Lifestyles Hair Salon

- graphic designer / photographer
- fashion photography and graphic design of a printed 'client card'

Halifax, Nova Scotia
2006