

Ben Wolken

1017 Lakeside Drive
Columbia, MO 65203
(573) 777-2166
benwolken@gmail.com

resume

Objectives & Personality

I am a young man seeking full- or part-time employment in Columbia, Missouri that allows me to help people, learn new things and explore opportunities in life. I love helping people grow and learn, gaining confidence in their abilities and desires. I enjoy being highly organized and detail-oriented, creating a comfortable environment in which to efficiently work. I understand how professionalism and hard work help me better serve the needs of others.

Work Experience

MAY 2005 – PRESENT

Independent Graphic Designer & Photographer, Self-Employed

Create visually-pleasing, effective website designs for Streamlined Technology, a St. Louis-based web development company. Provided on-site promotional photography of oil drilling operations for informing current and potential investors. Developed a beautiful brand and website design for Travel2Tea, an offshoot of Little Mountain Tea, a tea importing and sales business. Helped develop an informative website for U.S. Enviro Solutions, a St. Louis-based weather-proofing company seeking to develop franchises.

OCTOBER 2010 – PRESENT

Cashier, Sam's Club

Provide quick, friendly and diligent service while checking out purchases for paying members. Inform members of upgrade membership and credit programs.

APRIL 2010 – JUNE 2010

2010 U.S. Census Enumerator, U.S. Census Bureau

Performed Non-Response Follow-Up enumeration, conducting on-site census interviews with residents who had failed to return census questionnaires that had been mailed to their homes. Educated residents on the decennial census process by explaining its history and necessity as well as the resident's responsibilities and benefits of cooperation. Diligently ensured the privacy and security of resident's legally-sensitive personal information during the census process.

AUGUST 2008 – MARCH 2010

Customer Service Champion, Taco Bell

Provided quick, helpful service to ensure guest satisfaction. Took, prepared, and finalized guest orders to ensure product accuracy and quality. Helped maintain the cleanliness and organization of the entire store, from dining areas to managerial offices. Helped ensure accuracy and quality of store inventory deliveries.

SEPTEMBER 2005 – DECEMBER 2006

On-Site, Full-Time, Independent Graphic Designer & Photographer, St. Louis Family Church Communications Department

Designed, printed, produced and installed a variety of print and apparel graphic design projects to promote events and programs. Created stimulating web graphics to promote events and programs. Developed original photography and computer illustrations for graphic designs. Helped project owners develop communication strategies that maximized project effectiveness and return on investment. Provided on-site photography promoting events and programs including service organization efforts in Louisiana and Mississippi after Hurricane Katrina. Helped organize and train a volunteer photography group documenting organized events and programs.

JANUARY 2002 – APRIL 2005

Teacher Assistant/Graphics Lab Monitor, Indiana Wesleyan University Art & Communication Departments

Facilitated learning by teaching art students competitive design, software, and hardware skills. Monitored security of computer graphic lab equipment and printing services. During senior year, helped manage sophomore and junior year teacher assistants.

JUNE – AUGUST 2003

Student Graphic Artist, Indiana Wesleyan University Student Development

Developed unique graphic designs to promote student activities and programs, from concept to design to digital pre-press. Managed digital pre-press of previous designs, ensuring the quality of finished printed collateral. Created an identity for the new climbing wall in the student recreation center.

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Education

FALL 2001 – SPRING 2005

Bachelor of Science, Computer Graphics and Photography, Indiana Wesleyan University

Cum Laude, graduating with 3.5 GPA. Dean's List in Fall 2002 and Fall 2004. Eleven submissions accepted for the Senior Art Exhibition, Spring 2005. Honorable Mention for "Rage Robot" digital illustration in the Faculty Juried Student Art Exhibition, Spring 2004.

Internships

MAY 2003

World Gospel Mission Media Department

One May term providing graphic design and assisting video production for the short film, "No Greater Love."

SPRING 2004

Indiana Wesleyan University Art Department

One semester helping collect artwork for and providing input on a promotional DVD.

SUMMER 1999

Chongqing, China Best Western Hotel

One summer working as an unpaid concierge greeting and serving guests in an international, four-star hotel.

Computer

GENERAL

Typing: 65 words per minute.

PLATFORMS & SOFTWARE

Proficient in Macintosh OS X, Mac OS 9, and Windows 98/2000/NT, XP and Vista. Fluent in Adobe Creative Suite: Adobe InDesign, Adobe Photoshop. Adobe Illustrator and Adobe Bridge. Proficient in Microsoft Office: Word, Excel and Powerpoint. Experience in Adobe Acrobat, Quark XPress, Adobe/Macromedia Dreamweaver, Adobe/Macromedia Flash and Adobe GoLive.

WEB / INTERNET

Proficient in XHTML, CSS and Textpattern. Experience in Javascript, PHP and Wordpress. Conversant in other web-related technologies.

Additional Skills

PHOTOGRAPHY

Proficient in digital SLR cameras and digital processing/image editing. Experience with film 35mm SLR, film medium format, studio portrait photography, product photography and event/location photography.

PRINTING / COPYING

Experience with color laser printing/copying and Epson professional photo inkjet printers.

References

Available upon request.