



BARAK TUTTERROW CREATIVE CONSULTING

(2008 - Present) - Clackamas, OR

OWNER / CREATIVE DIRECTOR

Overview: Freelance graphic design and consulting business offering website design, Flash design, website maintenance, Internet marketing, advertisement design, professional writing, video editing, software training, and database-driven report creation.

Clients: VillasofVallarta.com, PluginMotorwerks.com, BelongSalon.com, GenieOverheadDoors.com, ci.Victorville.ca.us

CITY OF VICTORVILLE - PUBLIC INFORMATION DEPARTMENT

(2007 - 2008) - Victorville, CA

PUBLIC INFORMATION SPECIALIST

Overview: Implemented, trained and administered Ektron CMS400.net for fourteen departments, of over 600 employees, in 2007's second-fastest growing City in the United States. Designed artwork and layouts for web and print use. Created monthly HTML employee newsletter.

Scripted, storyboarded, and edited major video productions, including State of the City and training videos, for multiple departments. Created PowerPoint Presentations for Mayor and City Council. Wrote professional copy for press releases, and news articles, viewed by over 100,000 local residents.

CITY OF VICTORVILLE - DEVELOPMENT DEPARTMENT

(2001 - 2007) - Victorville, CA

MANAGEMENT SPECIALIST, MANAGEMENT TECHNICIAN, ADMINISTRATIVE OPERATIONS ASSISTANT

Overview: Served as Project Manager on hundreds of departmental projects, as well as dozens of City-wide projects, from concept to implementation and training. Projects included professionally-printed Master Plans, a Geographic Information System, a database-driven permitting software, and an Interactive Voice Response system. Designed over 50 database-driven reports for internal and external agencies.

Served as Department Representative for the GIS Committee, and the Website Implementation Committee. Designed, and coded, initial Parks & Recreation website.

Supervised creative team of three and clerical staff of twelve. Represented Department to television and newspaper media, both in print and in person, to discuss implementations and innovations.

COMMUNITY SERVICES CLASSES

(2000 - 2001) - Victorville, CA

INDEPENDENT CONTRACTOR

Overview: Taught multiple classes each week on hardware and software, including MS Word, MS Excel and MS Outlook. Created all instructional materials. Classes were frequently sold-out, becoming Community Service's biggest money-making program. Class success was featured in front page story in the largest local newspaper, the Victorville Daily Press.

GAMEZILLA.COM / PLANET PS2

(2000 - 2002) - Online

INDEPENDENT CONTRACTOR / NEWS EDITOR / GAME REVIEWER

Overview: Worked as sole news editor for *Gamezilla.com*, a game review site, which had 240,000 visitors from 55 countries, at it's height. Wrote professional quality game reviews for both *Gamezilla.com* and *PlanetPS2.com*.

PlanetPS2.com become so popular that it was bought by Gamespy Industries.

TECHNICAL PROFICIENCY

Software: Adobe CS3/4 (Photoshop, Dreamweaver, Premiere, Acrobat, InDesign, Fireworks, Flash), Crystal Reports, MS Office (Word, Excel, Outlook, Power-Point), AutoCAD Map, Arcview GIS, iWork (Pages, Numbers, Keynote)

Programming: HTML, CSS, Javascript, MySQL, C

Operating Systems: Mac and PC

EDUCATION

Victor Valley Community College: (1995 - 1998) Victorville, CA
Associates of Science - Computer Science, Minor Focus - English / Creative Writing

Willow Park High School: (1992 - 1994) Apple Valley, CA High School Diploma

Other Certifications:

Adobe Photoshop (Advanced)
Adobe Premier (Advanced)
Crystal Reports (Advanced)
MS Word, MS Excel, and Adobe Acrobat
AutoCAD Map and ArcView
Project Management and MS Project Business Writing

ACCOMPLISHMENTS

2008: Completed Dr. Harry Cotton Russian Language Course
2006: Selectron® Features Department as Progressive City Agency
2005: Mobile Inspection System Featured in Newspaper Article
2003: IVR System Implementation Highlighted in Newspaper Story
2002: Redesigned Permit Case Chosen by Accela® for Template
2000: PC Classes Featured as Newspaper Front Page Story
1997: College Dean's List
1996: College Dean's List