

**Joe Weinreb**  
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**EDUCATION:**

- **New York Institute of Technology**, Old Westbury, New York,  
*Bachelors of Arts Degree in Graphic Design*, May 2008

**RELEVANT EXPERIENCE:**

- **LI, *Ultimate Athlete Magazine***, Northport, New York (September 2008 – June 2011)
  - *Senior Art Director and Graphic Designer*
    - Responsible for all magazine graphics (web and vector), logos and selecting photos for the magazine and color correcting as needed.
    - Designed both hardcopy and digital formats of magazine including covers, table of contents, article design and layouts.
    - Created static video graphics for *Ultimate Athlete* television show.
    - Ad sales and design.
    - Managed *Ultimate Athlete* website using Joomla.
    - Set parameters and corresponded with printers for execution of hardcopy magazine.
    - Created and laid out the entire event guide and tent design for the 2010 annual Boomer Esiason Cystic Fibrosis, Outback Steakhouse Challenge including corresponding with Senior Vice President.
  
- **New York Institute of Technology** Westbury, New York (April 2009 – September 2009)
  - *Chief Information Officer, Temporary Staff*
    - Hired on temporary basis to work on Health Project with NYCOM of NYIT.
    - Designed pamphlets and logos for NYCOM.
    - Hand drew diagrams for various health exams.

**FREELANCE AND WEB BASED WORK:**

- Website design using CSS, HTML and Dreamweaver.
- Brochures, Cover page, packets and business cards.

**OTHER EXPERIENCE:**

- **Sovereign Title L.P.**, Syosset, New York (June 2003 – August 2011)
  - *Office Manager and Clearance Officer*
    - Designed and maintained website, business cards and other printed matter.
    - Managed office computer network; first line of troubleshooting.
    - Recordings documents such as deeds and mortgages.
    - Clearing various problems and issues on title.
    - Supervised and trained staff and managed company financials.
    - Organized closings and typed fee and mortgage policies as needed.
    - Facilitated escrow and worked with underwriters.

**SKILLS:**

**Computers:**

- Fluent with Mac and Windows operating systems.
- Proficiency with the Adobe Suite.
- Proficiency with the Microsoft Suite.
- Experience with CSS, HTML, Joomla and FTP.
- Email Design.

**AWARDS & HONORS:**

- Dean's List at New York Institute of Technology. (Jan. 2006 – May 2008)
- Dean's List at Suffolk Community College. (Jan. 2003 – Dec. 2005)
- Recipient of Vladis Kupris Painting Award, New York Institute of Technology.
- Member of Phi Theta Kappa International Honors Society, Suffolk Community College.
- Member of Golden Key Honors Society, New York Institute of Technology.
- Cum Laude Graduate, New York Institute of Technology.