

## Profile

**Hard Working** – known for creativity, flexibility and sense of humor. Former manager noted: “Josh’s can-do attitude, composure under pressure and commitment to seeing a job through exceeded my expectations.”

**Innovative Thinker** – Recognized by CEO as “...very creative and combines that with solid expertise in graphic design. His creativity is well balanced to achieve a positive impact with the targeted audience.”

## Career Development

**BROCKMAN, COATS, GEDELIAN & CO. / BCG SYSTEMS INC.** **10/2002 - PRESENT**  
**Marketing Coordinator**

Recruited to assist with practice development activities, creation of marketing materials and sales literature, along with facilitating the implementation of the firm’s strategic marketing plans. As time progressed duties shifted towards ongoing development of two web sites and in-house production of all communication pieces.

- Led design development of company web sites; handled ongoing maintenance and updates
- Created professional look for all pieces of collateral after migrating all in-house design from Microsoft Office applications to Adobe design products.

**UNIVERSAL HYDRAULICS INTERNATIONAL LTD.** **6/2001 – 8/2002**  
**Marketing Coordinator & Inside Sales**

Responsible for development of marketing materials, including monthly newsletter, sales literature and product specification sheets. Sales duties included order processing, fulfillment and invoicing.

- Designed and maintained company web site, price books and product catalogs.
- Coordinated communications with national distribution network.

**ESTERLE MOLD & MACHINE CO., INC.** **4/2000 – 5/2001**  
**Product Marketing Coordinator**

Originally recruited for co-op position through the University of Akron, hired at the conclusion of the semester to develop product line marketing strategy and implementation.

- Designed product logos, advertisements, sales literature and web site for product line.
- Led successful industry relations effort to re-release product to market after in-field failures.

## Education

**BACHELOR OF SCIENCE, BUSINESS ADMINISTRATION** **8/2001**  
**The University of Akron**

Double major in Marketing & Sales Management

## Technology & Software Skills

**Adobe Creative Suite** – Highly skilled in Photoshop, ImageReady, Illustrator, InDesign, Acrobat & GoLive

**Macromedia** – Flash; some experience with Dreamweaver

**Web Standard Technologies** – Well versed in HTML, XHTML, CSS

## Professional Affiliations

**Member, National Association of Photoshop Professionals**

**Member, Young Professionals of Akron**