

JUAN C. MARTINEZ

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OBJECTIVE

I am searching to work for a respectable and established company with an opportunity for advancement. I would like to offer my skills, and knowledge in the areas of Web and Graphic Design.

SUMMARY OF QUALIFICATIONS

- Freelance Experience in Web Development and Graphic Design.
- Computer expertise Windows/Mac operating systems, Microsoft office, Word, Excel etc.
- Proficiency with Photoshop, Dreamweaver, Fireworks, Indesign, Flash, Illustrator.
- HTML/CSS, PHP/MySQL Programming, Ajax, Joomla
- E-commerce Solutions: Payment System, Shopping Cart Technology, Back-end Database, Admin Management with User Authentication Login, File Upload to Server, etc.
- Customer service, clerical and general office skills
- Trucking dispatch management experience
- Multi-line phone operator and problem solving skills
- Fluent in Spanish/English
- 60/wpm Typing speed

PROFESSIONAL EXPERIENCE

Transportation Coordinator

2003 - 2005 MTI-Meditrans. Pompano Beach, FL.
Coordinating/Dispatching medical transportation for worker's compensation clients throughout the United States

Assistant Terminal Manager/ Dispatcher

2001 - 2003 Smith Cartage Inc. Miami, FL.
Dispatched owner operators in Miami, Orlando, Tampa, Jacksonville, and the Atlanta area, Customer service, Scheduling appointments, Extensive data entry & Multi-line phone operator.

Dispatcher/Customer Service

2000 - 2001 DSL Transportation Medley, FL.
Basic accounting, managing import & export freight, shipping & receiving, inventory control.

EDUCATION

Miami Dade College.

School of Entertainment and Design Technology
2006 - 2008 A.S Degree in Graphic Design GPA: 3.95

High School Diploma

1996 - 1999 Barbara Goleman Sr. High. Miami Lakes, FL