

# EDUARDO ROBLES

## GRAPHIC DESIGN

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### PORTFOLIO

- ▶ [www.erobles2494.com/Portfolio/New\\_Portfolio.html](http://www.erobles2494.com/Portfolio/New_Portfolio.html)
- ▶ [linkedin.com/in/robles-eduardo](https://www.linkedin.com/in/robles-eduardo)

### CONTACT

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### SUMMARY OF QUALIFICATIONS

- ▶ New Media Technology student with a broad range of skills in Digital Media and Imaging
  - ▶ Skilled in Adobe Creative Suite (Photoshop, After Effects, Illustrator, Premier Pro)
  - ▶ Bilingual: Fluent in English and Spanish
  - ▶ Proficient in Microsoft Office
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### EDUCATION

**LaGuardia Community College**  
Long Island City, NY  
September 2013 — June 2018

Associate in Applied Science Degree in New Media Technology  
Graduation June 2018

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### RELEVANT COURSES

- ▶ Web Animation
  - ▶ Multimedia & Web Design
  - ▶ Internet Game Design
  - ▶ Internet Video & DVD Design
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### RELEVANT PROJECTS

- ▶ Composed digital collage for website of fictional restaurant using Photoshop
  - ▶ Conducted photo restoration of damaged vintage family photos
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### EXPERIENCE

**Department of Sanitation**  
New York, NY  
09/2015 — 09/2018

#### College Aide

- ▶ Provide administrative support to Director of Human Services & Investigation
- ▶ Analyze employee data to generate tracking reports for new hires, probationary periods, promotions, resignations, and terminations.
- ▶ Create new employee personnel files and process employee verifications
- ▶ Respond to general public phone inquiries, direct calls to appropriate department staff, provide coverage for reception area

**7-Eleven**  
Queens, NY  
07/2015 — 09/2015

#### Sales Associate

- ▶ Processed customer transactions for franchise of renowned convenience store
- ▶ Assembled over the counter hot food items, restocked hot & cold beverage machines, and pulled expired food
- ▶ Placed orders, received deliveries, and replenished aisles with new merchandise as needed; Maintained a clean, customer friendly environment

**Danny's Pizzeria**  
Brooklyn, NY  
7/2011 — 09/2014

#### Counter Person/Cashier

- ▶ Greeted customers and took over the counter and phone customer food orders
- ▶ Handled menu inquiries and processed customer payments
- ▶ Communicated food orders to back-end staff, served completed orders to customers, and packaged take-out and delivery orders
- ▶ Replenished soda machines, ordered supplies, and maintained dining area.