

# COLLEEN D. GJEFLE

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**SELF-EMPLOYED** ▪ 1998 - Present

**Digital Photography** ▪ **Graphic Design**

## Summary of Qualifications

- Photographic experience including jewelry, antiques, real estate & virtual tour photography.
- Graphic design for online and printed materials including brochures, postcards, logo designs, etc.
- Strong writing skills which complement graphics and website development.
- Many years of general PC experience and comfort in most all aspects of computer use.
- Created and / or re-designed several client websites.
- Member of National Association of Photoshop Professionals.
- Currently studying for Expert Certification in Adobe Photoshop.

## Primary Computer Skills

- Adobe Photoshop
- Adobe InDesign
- Adobe Illustrator
- Adobe / Macromedia Dreamweaver
- Microsoft Word, Excel, some PowerPoint
- HTML, CSS, PDF creation

## Sampling of Clients

- Steven Singer Jewelers
- Ven & Vaida Jewelers / Lioness Antiques
- Roundstone Estate Buyers
- Manayunk Art Center
- GridPlex Networks LLC
- Stephen Lawrence Music
- Harzin Jewelers
- Lippincott LLC
- Red Swan / Paragon Pieces
- Schuylkill Valley Journal
- Teachers for Vietnam
- Golden Breath American Tai Chi
- Roxborough Law Offices

## Portfolio

- GJFOTO.com - samples of photography, graphic design and photo restoration.

## Additional Information

- United States Air Force - Communications & Computer Systems Program Specialist. Honorable Discharge. Recognitions include the Commanders Award for Exceptional Work and Dedication.

## Other Work Experience

- Virtual tours (as sub-contractor with 360 Tours) for apartmentguide.com and various realtors.
- Johnson & Johnson Medical - computer trainer & administrative / Information Technology support.
- Standard Register Corporation - District Office Manager.
- National Watch - photography and copy writing for early auction website.
- Aim One Personnel - worked for 9 months at Princeton University School of Engineering.
- Self-employed as an IT / personal computer consultant in London, England in early to mid 1990's.

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