

James C. Gallaher
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Education: B.S. Visual Communication Westwood College-O'Hare Campus 2009 - 2011
Chicago, IL

A.A.S Degree Computerized Graphic Design Elgin Community College 2001-2006
Elgin, IL

Skills

- Extensive knowledge with the Adobe Creative CS5 Premium Application Suite: Adobe Photoshop, Illustrator, InDesign, Acrobat Professional, Flash Professional, and Dreamweaver.
- Extensive knowledge with QuarkXPress
- Extensive knowledge with Microsoft Word 2010, PowerPoint 2010, and Outlook 2010
- Proficient in coding HTML5 and CSS 2/3
- Experience working with content management programs such as WordPress, Joomla, and Drupal.
- Experience working on Macintosh Computers

Work Experience

2011 – Present: Self-Employed/Freelance Graphic Design and Web Design

- Creation of printed materials (Business Cards, Letter Heads, Advertisements, etc.)
- Creating websites using HTML4/5, Cascading Style Sheets, Adobe Flash, and other web related technologies.

Advocate Lutheran General Hospital 6/08-Present

Environmental Services Park Ridge, IL

- Perform general cleaning and upkeep of a hospital environment.
- Sanitation of break rooms, hallways, nurses stations, etc.
- Perform other duties as assigned.

SKF Sealing Solutions, Inc. 5/99 – 5/08

Environmental Services Elgin, IL

- Performed general cleaning and upkeep of the facility.
- Responsible for tasks that include but not limited to sanitation of washrooms and break areas.

Community Unit School District 300 1993 – 1998

Environmental Services Algonquin, IL

- Responsible for general cleaning and upkeep of the facility.
- Tasks include (but not limited to) were sanitation of washrooms and lunch rooms, sweeping and mopping floors, trash removal, vacuuming, and stripping/waxing floors