



Burbank, IL 60459
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Education:

Bachelor of Fine Art in 3D Modeling and Animation
The American Academy of Art, Chicago, IL June 2005

Work Experience:

Sketch House Press, Chicago, IL March 2018 – Present

Co-Founder and Artist/Graphic Designer

- Designed logo and physical collateral pieces (business cards, show banner, bookmarks, etc.)
- Contributed art and story for *FREESTYLE: Comicbook Anthology Vol. 1*
- Management of marketing, social media posts, and in-person sales at events
- Design, copy write, photograph and editing of photo/video advertisements for social media posts

Oak Lawn Public Library, Oak Lawn, IL Feb. 2018 – Present

Library Assistant I – Computer Center April 2018

- Maintain the Computer Center clean and organized
- Maintain computer hardware and public equipment working
- Provide excellent Customer Service to patrons in person and via phone
- Assist patrons with the study room/computer reservation system and troubleshoot tech issues
- Assist in training of new Computer Center employees in CC processes and day to day tasks
- Conduct technology related classes

Page – Youth Services Dept., Feb. 2018 – April 2018

- Collect returned books from Circulation and place them back in their designated book shelves
- Organize and maintain assigned book collections
- Provide Customer Service and Information to patrons in person

Nerdboy12 Art, Burbank, IL March 2016 – Present

Founder and Lead Artist

- Design for merchandise such as apparel, stickers, prints, tote bags, and coffee mugs
- Management of marketing, social media posts, and online store
- Design, copy write, photograph and editing of photo/video advertisements for social media posts

Adtalem Global Education (prev. DeVry Education Group & DeVry University Online),

Naperville, IL Sept. 2009 – March 2016

Registrar Services, Specialist I through III

- Evaluated student's external school transcripts for transfer credit into DeVry programs
- Provided professional and timely Customer Service to clients by resolving issues electronically and over the phone
- Helped train new Specialists in dept. processes and policies
- Liaison between Registrar Services Dept. and CRM platform Support Team

Midway Amusement Games LLC, Chicago, IL Sept. 2008 – Feb. 2009

Environment Art Intern for Production, unannounced IP

- Modeled and textured new assets and buildings
- Optimized recycled assets (cleaned geometry, laid out UVs and re-textured)
- Built LODs (Level Of Detail) for assets
- Maintained the Showroom for each assigned level
- Researched Midway's asset library for recycling
- Assembled outsourced packages with correct naming conventions

KPMG LLP, Chicago, IL March 2007 – Sept. 2007

Lead Project Coordinator

- Trained other Lead Project Coordinators in Chicago and Milwaukee, WI office
- Same duties performed as previous listings for KPMG LLP

Continued

Aquent (placed at KPMG LLP), Chicago, IL Nov. 2005 – March 2007

Lead Project Coordinator Nov. 2006 – March 2007

- Coordinated the assignment of incoming projects for graphic design and word processing teams
- Coordinated with PrintShop Dept. for completion of projects from various company locations
- Maintained department electronic inbox
- Provided Customer Service in person and via phone

Lead Word Processor, April 2006 – June 2006

- Created and formatted financial reports and letters
- Provided Customer Service in person and via phone

Desktop Publisher/Designer, Nov. 2005 – March 2006

- Created proposals and presentations and formatted their content (text and graphics)
- Created marketing materials for company events
- Coordinated with PrintShop Dept. for final printing of projects
- Provided Customer Service in person and via phone

Corestaff Services (placed at Deutsche Bank Securities, Inc.), Chicago, IL Aug. 2001 – April 2004

Presentations Specialist

- Created proposals and presentations and formatted their content (text and graphics)
- Modified and cleaned up corporate logos for proposals
- Proof read proposals and other office documents
- Provided Customer Service in person and via phone

Digital Skills:

Adobe Creative Suite / Cloud
(Photoshop, Illustrator, InDesign,
AfterEffects, Acrobat Pro)
3D Studio Max

Unreal Engine 3
Microsoft Office (Word, Excel,
PowerPoint, Outlook)
Google Drive

Google Meet
Google Docs
Zoom