




GILBERT FLOYD

I.T. Professional

 4540 Oak Rd., Sumter, SC 29154

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 www.gilbertfloyd.com

OBJECTIVE

I am seeking a full-time career utilizing my knowledge and experience of additive manufacturing, SEO, social media, web/graphic design, 3D modeling/animation, and other methods of producing exceptional work.

TO

Hiring Manager
HR

DATE

March 22, 2020

COVER LETTER

Dear Hiring Manager,

Thank you for taking time to review my resume. I am seeking to fill this position because I am a resourceful asset via my knowledge, education, and varied working experiences.

Many of the clients I have worked for have required different needs for their projects. One client in particular, needed a way to display different animated shorts in addition to normal social network accounts (i.e. Youtube, and Facebook). After hours of research, I found the steps needed to take in order to make it a reality. He was extremely pleased with the outcome of his animated shorts, the site I created to display his shorts, how I integrated it all to his social network accounts, and the traffic I brought to his site as well. This type of thoroughness is what separated me from all other individuals he previously hired. This kind of diligence and problem solving is what I bring to any task I undertake. My current and best digital marketing campaign is what I was working on with my previous employer. I was creating an e-mail marketing campaign, along with a revamping of the website, full SEO and PPC campaigns, social media posting (Facebook, Twitter, Youtube, Pinterest, Google+, Snapchat, and LinkedIn), more advertising branding, as well as a mobile app to get even more traffic than before. With this campaign, I predicted to bring in a steady stream of passive income to the organization for more fundraising purposes.

I possess exceptional initiative, ability to thrive in a team environment, good memory and attention to details. I also possess excellent telephone, verbal, written organizational and interpersonal skills. I am flexible and need minimal supervision, working with good etiquette and pleasant manners.

I am a dedicated professional with excellent skills complimented with a wide variety of talents. I perform well under pressure and handle multiple tasks at one time.

Attached is my resume along with a portfolio link to direct you for your review to assess my suitability for the position. I believe I can be a positive asset on your team in this position. I look forward to hearing from you soon.

My salary requirement is negotiable based upon the job responsibilities and the total compensation package.

Sincerely
Gilbert Floyd

GILBERT FLOYD

I.T. Professional

OBJECTIVE

Thank you for taking the time to view my resume. I am seeking a full time career by use of my varied work experience, education, and problem solving skills. I am highly motivated, an effective communicator, and I possess a high work ethic which I know will make me an asset for your company.



Sumter, SC



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EDUCATION

2009
MASTERS, Network Security & Comp. Forensics
South University
Savannah, GA

2006 - 2008
BACHELORS, I.T. Management
University of the Phoenix
Columbia, SC

1995-1998
Comp. Information Systems
University of South Carolina
Columbia, SC

FOLLOW ME

Behance: [behance.net/gilbertfloyd](https://www.behance.net/gilbertfloyd)

Facebook: [facebook.com/gilbert.floyd](https://www.facebook.com/gilbert.floyd)

LinkedIn: [linkedin.com/gilbertfloyd](https://www.linkedin.com/gilbertfloyd)

Flickr: [flickr.com/photos/gilbertfloyd](https://www.flickr.com/photos/gilbertfloyd)

REFERENCES

KYLE JENKINS

Self-Employed

Phone: 803-847-6376

MYRON WILLIAMS

Warehouse Coordinator, Spectrum

Phone: 803-309-3102

Email: myron.williams@twcable.com

EXPERIENCE

Graphic Designer at Valley Forge Flag, Kingstree, SC

Sep 2018 – March 2020

- ❖ Customer Service
- ❖ Basic department housekeeping
- ❖ Create mockup designs from customer artwork to illustrate final product
- ❖ Create and edit customer flag artwork to send to print department

HMIS System Administrator at Eastern Carolina Homelessness Organization, Myrtle Beach, SC

Jul 2016 - Dec 2017

- ❖ Assisted in the database management and reporting of the Homeless Management Information System (HMIS) used by the ECHO Continuum of Care
- ❖ Revamped the ECHO website, planned and implemented a marketing campaign consisting of SEO, social media, and mailchimp.
- ❖ Created event flyers, and brochures to promote events either company sponsored or attended.
- ❖ Trained employees and other partnering agencies on the use of the HMIS database.

Graphic Designer at On Time Distribution, Darlington, SC

Feb 2016 - Apr 2016

- ❖ Revamped and SEO optimized the Shopify e-commerce site
- ❖ Implemented the use of a social media marketing campaign
- ❖ Created company promotional video through the use of Adobe Creative Cloud

SKILLS

WORDPRESS,
JOOMLA, SHOPIFY,
DRUPAL
MS OFFICE

ADOBE CC 2015

HTML 5, CSS3, PHP,
MySQL

SOCIAL MEDIA
MARKETING

SEO



HOBBIES

VIDEO EDITING + 3D ANIMATING + MOBILE APP DEVELOPMENT + BOXING + READING