

Colin Raymond Grover

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OBJECTIVE

To obtain a full time creative/editorial position with a technology-forward company.

SKILLS PROFILE

- Very experienced in Microsoft Office, 2003–2016.
- Very experienced in Adobe Photoshop, Illustrator, InDesign, Acrobat, and Dreamweaver, CS3–CS6.
- Very experienced in professional website development: HTML5, CSS3, PHP/MySQL, and modern content management systems.
- Advanced copy writing and editing, developmental, and creative talents.
- Technologically skilled and can adapt easily to new software platforms.

EMPLOYMENT HISTORY

Project Manager/Editor, B-books, Ltd. October 2008 – Present

Website Developer, *Kiki Magazine* October 2008 – November 2015

118 West Pike Street, Covington, KY / (859) 491-5454

- Developed Word and PDF manuscripts into nationally adopted college-level textbooks. Experienced in a wide selection of academic disciplines.
- Wrote and edited copy, prepared pedagogical supplements, researched photo and text permissions, developed photo plans, and designed print materials.
- Secured freelancers, authored their contracts, and oversaw their work.
- Worked within a fast-paced, project-oriented team environment.
- Managed upwards of 10 concurrent projects and built long-lasting relationships with clients.
- Built and maintained the website, online storefront, and social marketing outlets of B-books' quarterly magazine aimed at empowering tween girls, *Kiki Magazine*.

Colin Grover Freelance Development, *Self-employed* August 2006 – Present

- Provided website development, marketing copy, social media planning and operation, digital/integrated marketing strategy consultation, text and ebook production, printing and distribution coordination, copy editing, audio and video editing, and graphic design.
- Clients include Platinum Podium, Healing Hands Therapeutic Massage, Serving Your Purpose, Ft. Wright CrossFit, RWA Architects, Success Catalyst, Wanderlust:Wanderlearn, Wendigo Tea Co., and more.

Night Manager, Pita Pit USA, Inc. January 2007 – August 2008

2404 North Lincoln Avenue, Chicago, IL / (773) 935-7482

- Opened and closed restaurant as key-holder, advised on hiring and marketing. Was promoted from line chef to manager within one year.
- Chosen as inaugural employee of the month.

EDUCATION

B.A. in Sociology, DePaul University Graduated June 15, 2008

1 East Jackson Avenue, Chicago, IL / (312) 362-8000

- Graduated *magna cum laude* with a cumulative GPA of 3.81.
- Awarded Dean's List each trimester and the Dean's Award each year.
- Initiated into Alpha Kappa Delta and Pi Sigma Alpha Honor Societies.
- Specialized in Cultural Studies, and minored in Political Science.

INTERESTS

- Weightlifting, playing and designing board games, homebrewing, trying new local restaurants, and spending time with my wife and twin sons.

References available upon request. View my portfolio online at www.colingrover.com.