



zack smith

education **bachelor of arts in communications / dallas baptist university / 08.98 to 12.01**

work

artist, producer / 01.05 to present
songwriting; musical arrangement; band assembly, hiring, management, and transportation; marketing and publicity; performance booking; tour management; client relations; sound studio maintenance; sound equipment care and setup; sound engineering; digital recording, mixing, and mastering; music distribution; digital recording and mixing samples available at thewallarecovery.com

creative director / zack smith design / 08.02 to present
inquiry response; needs assessment; project cost quoting; research; content gathering; photography; print and web page layout and design; color schemes; flash animation and actionscripting; database implementation; application deployment; html; third party (web host, printer, etc.) communication; online portfolio available at zacksmithdesign.com

youth assistant / first baptist church arlington / 10.01 to 10.04
event planning; curriculum development; teaching small group bible study; speaking before a large audience; leading worship; planning worship services; conducting regular practices and discipleship meetings with the praise team; arranging music, voices, and instruments; processing attendance; handling mass mail-outs; creating the weekly member newsletter; designing and maintaining the youth ministry's web site

coffee house supervisor / aramark corporation / 10.99 to 12.01
employee scheduling, relations, and training; weekly ordering and inventory; money handling; some administrative decisions

skill

graphics
adobe photoshop, illustrator, indesign, acrobat; macromedia flash, dreamweaver, fireworks, freehand; quark xpress; photography, illustration

web
html; css; xml; rss; php; mysql; javascript; ajax; perl; asp

audio
mackie tracktion; apple garageband