

Jeff Adams

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Objective A progressive, positive, team oriented company.

- January 2011–Present* neofilm *Shelby, NC*
Work experience Digital Media Producer: Owner of neofilm
- Produce videos for businesses, most notably facebook, Apple, Boeing, & Spectrum
 - Create high resolution virtual reality tours
 - Develop and maintain highly optimized websites for several businesses
 - Design marketing collateral and restaurant menus
 - Produce wedding videos throughout the Southeast
 - Responsible for maintaining and using video equipment (e.g. 6 cameras, fluid head tripods, various wireless audio capturing devices, 2 editing machines, etc...)
 - Use Adobe products such as Premiere, Encore, Dreamweaver, Illustrator, Photoshop, and In Design
- Oct. 2006 –June 2011* Cleveland Vocational Industries & HarvestWorks, Inc. *Shelby, NC*
Marketing Director & Intake Specialist
- Director of Marketing for an Outsourcing/Fulfillment Company, two Case Management Companies, an Event Facility, and a Thrift Store
 - Produce videos for online marketing and create marketing collateral for distribution to promote company & educate public on our various businesses
 - Increased customer base and leads through developing and maintaining highly optimized websites and micro sites using Adobe Dreamweaver. Maintain all social media outlets
 - Conduct research and surveys as needed. Create annual reports and other reports as needed.
 - Designed three databases, first using Access and then involving a programmer. The databases were implemented to ensure quality service and streamline important day to day supervisory tasks
 - Work with a team to setup large public events. Create marketing collateral and advertise event
 - Work with a team to manage and set up new private programs for the services we provided to clients with special needs
 - Process all public inquiries & new clients for HarvestWorks, Inc. & Cleveland Vocational Industries, Inc.
- March 2005 –Oct. 2006* Cleveland Vocational Industries & HarvestWorks, Inc. *Shelby, NC*
Program Coordinator
- Qualified Mental Health Professional and Qualified Developmental Disabilities Professional for individuals with special needs
 - Developed staff and supervised services being delivered to an average of 10 staff and 20 consumers.
 - Contribute to agency organization and expansion via development and implementation of new procedures, databases, and processes. Created trainings to improve service delivery & accountability.
- May 1997–March 2005* Qualified Professional *NC*
Company Contingent on Referrals (Pathways, Unique Beginnings, Dreamweavers, Support, Fox New Beginnings)
Community Based Services Professional
- Provide mental health and developmental health services to adults and “At-Risk” youth
 - Train parents and teachers on ways to communicate & discipline
 - Work closely with the Treatment Team to assess needs and progress to update goals
- Education *December, 1997* Appalachian State University *Boone, NC*
Bachelor of Science in Multidisciplinary Psychology
- Primary focus on applied psychology
 - Volunteer work in Psychological Research.
 - Volunteer Peer Educator; train students about Wellness and awareness of various college issues.
- Computer/Organization Comprehensive organizational skills to enhance performance, increase productivity, and evaluate work (Excel, Access, PowerPoint, Word). Adobe Master Suite for design, video and web production