

Roy Caratozzolo III

8 Grant Avenue, Apt. 8A

Dumont, NJ 07628

201-385-9986 - tozzo.photo@verizon.net

Professional Experience

North Jersey Media Group, Cresskill, NJ

Digital Quality Control & Staff Photographer, March 2008 – November 2010

- *Photographed a wide array of events on location throughout Bergen County, NJ
- *Trained, managed, and assigned events to a team of over 10 Freelance Photographers
- *Developed a streamlined system for adding photo caption information via metadata
- *Performed color correction and retouching on all photographic images

Wainscot Media, Montvale, NJ

Pre-Press Manager for New York Spaces and Health & Life Magazines, July 2006 – May 2007

- *Developed and produced special sections, magazine templates, and promotional materials
- *Managed the accurate placement of advertisements within all magazine editions
- *Performed visual quality control of all magazines and promotional items produced
- *Supervised file trafficking and pre-press procedures for all files in production
- *Prepared all press-quality PDF files for over 10 monthly magazine titles

McCann-Erickson, New York, NY

Pre-Press & Digital Quality Control Manager for Verizon Wireless, October 2004 – January 2006

- *Responsible for comprehensive digital pre-flight and pre-press for all files in production
- *Performed visual quality control for all Verizon Wireless in-store materials
- *Prepared all production files for shipment via CD-R & DVD-R and FTP transmission

Sandhu & Company, Englewood Cliffs, NJ

SEO and Internet Marketing Manager, March 2003 – June 2004

- *Prepared all custom projects for print and managed all print vendor relations
- *Increased project efficiency by developing advanced design techniques and procedures
- *Developed an online marketing system to promote Cosmetic Dentist websites
- *Managed several online advertising campaigns utilizing Google Adwords

The Peoples Publishing Group, Saddle Brook, NJ

Project Manager and Technical Support Manager, February 1999 – March 2003

- *Developed and produced various textbooks, workbooks, and promotional materials
- *Supervised internal pre-flight and pre-press procedures for all files in production
- *Provided PC & application technical support for entire production and editorial staffs
- *Investigated and implemented digital asset management system for production staff

Entertainment Publications, New York, NY

Graphic Artist for Microsoft New York Sidewalk, March 1997 – December 1998

- *Designed and produced Internet tiles and display ads for Microsoft Sidewalk
- *Worked closely with clients to ensure project quality standards were maintained
- *Managed pre-press and file trafficking for all advertisements produced

Professional Skills

APPLICATIONS: InDesign, Photoshop, Illustrator, Acrobat, QuarkXPress, Dreamweaver, Flash

COMPUTERS: Mac OS X & Windows 7/XP System Technician, Software & Hardware Trouble-Shooter, System and Software Instruction

PHOTOGRAPHY: Location Photographer, Photographic Assistant, Color Correction, Photo Retouching

Portfolio: www.tozzophoto.com

Education

The University of Connecticut - Bachelor of Fine Arts in Photography - May 1994