

Hal Rosner

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EXPERIENCE

Premier Consulting Partners

Lake Success, NY

Graphic Design Consultant

August 2012 - Present

- Revised and converted form document files into uniformly designed and editable master forms using Microsoft Excel.

New York Therapy Placement Services

Farmingdale, NY

Billing Coordinator & Promotional Graphics Specialist

January 2011 - August 2011

- Produced new graphical promotions material, revised old material, and created high quality company logos. These materials including trade magazine advertisements, brochures, flyers, posters, and business cards.
- Ran the related services billing department and streamlined processes by creating new forms, developing spreadsheets, and working with the database company.

University of Miami: Explorations in Architecture and Design

Coral Gables, FL

Studio Design Teaching Asst.

July 2008, July 2009

- Worked with high school students in a monthly intensive college-credit program.
- Assisted in studio instruction: conceptualizing, drawing, model making, and developing ideas for architectural projects.
- Supervised and instructed after-hours studio work, site visits, and field trips.

University of Miami: Summer Studies in Architecture for High School Students

Coral Gables, FL

Studio Design Co-teacher

June 2008, June 2009

- Worked with high school students to develop landscape architectural skills through clay and wood modeling.

Transervice Logistics Inc.

Lake Success, NY

Risk Management – Asst. Manager

September 2007 - July 2008

- Acted as company representative to insurance companies, reporting automobile and workers' compensation claims.
- Created reporting system that benchmarked all claims and automatically created graphical analyses for annual company presentation.
- Assisted the CFO in recording backlogged assets, bringing the company's holdings up to date.

Computershare Fund Services

Hauppauge, NY

Asst. Production Manager

July 2005-November 2005

- Worked as liaison between account executives and factory production, prioritizing and controlling production schedules.
- Updated individual account's production needs and costs, creating production reports.

Morris P. Silver, C.P.A.

Lloyd Harbor, NY

Accounting Internship

Summer 2004, Winter 2005

- Assisted with preparation of clients' tax forms.
- Conducted many side projects, for larger clients, offering them a full range of financial services.
- Created and maintained a computerized filing system.

Randel Lock Service

Bellmore, NY

Computer Consultant

Summer 2003, Fall 2003, Spring 2005

- Transitioned a distribution company from a manual system to computer-based invoicing, packing, and shipping with Microsoft Excel and Access.
- Designed and built a company website.

Skidmore Students' Federal Credit Union

Saratoga Springs, NY

Director of I.T.

Fall 2004, Spring 2005

- Elected to a position responsible for maintaining the credit union's computer system: several workstation PC terminals
- Sat on the Board of Directors.

EDUCATION

University of Miami School of Architecture

Coral Gables, FL

Master of Architecture

June 2012

- Miami Marine Stadium: Researched Virginia Key and contributed to the master plan which was adopted by the city. This work was nationally recognized by the National Trust for Historic Preservation, World Monuments Fund, and Florida Trust for Historic Designation.
- Graphical Editor TA: Laid out and published a compilation of student works with Adobe InDesign.
- CAD Technician in Model Shop TA: Created models with CAD laser machine for 3 semesters.
- School of Architecture Graphics TA: Maintained graphics database used by the department.
- Lecture Series TA: Assisted in the technical aspects of preparing the weekly lecture series for 2 semesters.
- Semester Study Abroad in Rome, Italy during Fall 2009

Skidmore College

Saratoga Springs, NY

Bachelor of Science – Double Major in Business and Computer Science

May 2005

- Capstone Tournament of Champions: Petitioned the Business Department to run an additional business simulation competition and won.
- Integrity Board Co-Chairperson: Elected by student government and coordinated weekly case hearings to assess honor code violations and assign appropriate sanctions, alongside the Associate Dean of Student Affairs
- MB107 Coach: Coached students through strategic analysis and recommendations of specific companies for an oral presentation

ADDITIONAL SKILLS & ACHIEVEMENTS

- Proficient in Adobe Photoshop, InDesign, Illustrator, Autodesk AutoCAD, 3ds Max, and Google SketchUp.
- Experience with Autodesk Revit, V-Ray for SketchUp, and Mental Ray for 3ds Max.
- Built own website: www.hdrosner.com
- LEED Green Associate