

Ted Kopulos

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Skills

Macintosh Technical Support—Desktop and network (fifteen years)

Writing/designing/editing (print, radio, television, film, web, business proposals, software manuals)

Web Design, Word Processing/Graphics (*InDesign, Photoshop, PageMaker, FileMaker, Excel, Word, etc.*)

Video/Audio Production and Editing (*iMovie, Avid Cinema, QuickTime, iDVD*)

Strengths

Creative, Many years writing experience in all formats (technical, business, editorial, creative)

Excellent organizational skills

Friendly, humorous

Quick and efficient turn-around on exciting projects

Selected Job History

Montanesque Enterprises

Web Design/Multimedia Creator-Editor

- Web design (including copywriting, graphics creation & design)
- Web prepare audio/video (*QuickTime, Real Audio, Real Video*)

Affymax Research Institute

Macintosh Support Technician/Web Design/Creative Projects

- Installation/maintenance Power Macintoshes at two sites (250 users)
- Server maintenance
- Instituted internal web sites
- Network diagnostics and implementations

Apple Computer, Inc.

Technical Coordinator • ATG Speech Recognition

- Coordinator for all speech demos Apple-wide
- Creative graphic designs for special functions
- Installation/testing of speech software releases
- Installation and maintenance of hardware as needed

Apple Computer, Inc.

Tech Librarian/Area Associate/Special Projects • IS&T

- Creative graphic designs for special functions
- Complete organization and maintenance of over 2000 tech manuals
- Full administrative assistance to IS&T
- Creating forms, databases and other organizational tools
- Installation and maintenance of Apple hardware

Education

San Jose State University, San Jose, California

Major—Theater Arts, Writing (Bachelor of Arts)

Minor—Mathematics