

## **Toby Cummings**

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### **Employment objective:**

Graphic Design / Web Design

### **Education:**

The University of South Dakota: Vermillion, SD  
B.S. Degree: Magna Cum Laude  
Major: Mass Communications  
Emphasis: Visual Communications  
Minor: Art  
Cumulative GPA: 3.8

### **Experience:**

**5/07 - Present**

#### **Freelance Graphic Designer: DivaDev and TC Design**

Design standards compliant Web sites, create quotes, conduct extensive research, and develop identity packages along with various print materials for clients.

**6/6/06 - 8/17/06**

#### **South Dakota School of Mines & Technology: Department of Marketing and Public Relations: Graphic Design Internship**

Design and layout for school publications such as magazines and brochures while communicating directly with several print shops in the area, as well as with numerous college professors. Created Powerpoint templates for local student groups. Received the opportunity to develop good relations with local and national advertisers by designing ads for them as well as properly placing pre-packaged ones.

**5/04 - 9/04 and 5/05 - 9/05**

#### **Gate & Campground Attendant: Angostura Recreation Area, Hot Springs, SD**

Handled a large sum of money, audited myself weekly, sold park passes, cleaned the main office, maintained campground statistics, updated daily campground rosters, checked campers into the park, maintained public relations by driving through campgrounds and making sure campers were enjoying their stay, issued tickets to vehicles that lacked an appropriate park license, cleaned comfort stations, cleaned cabins, helped campground hosts, delivered firewood, watched for park violations, picked up trash, and gave visitors directions and information.

**5/05 - 8/05**

#### **Senior Customer Service Associate: Movie Gallery, Hot Springs, SD**

Manager on duty. Assisted customers with movies, did general inventory, answered phone calls, closed the store, counted down cash registers and made the deposit for the next day.

**5/18/05**

#### **Master of Ceremonies for the Grand Opening of Heavenly Daze CDs & Records, Yuba City, CA**

Introduced all musical performances, store specials, and prize giveaways throughout the day-long outdoor concert event.

**1/04 - 5/04**

#### **Radio Announcer/DJ: Radio Station KAOR / Cameraman and Audio Technician: KYOT Television Station, Vermillion, SD**

**6/02 - 8/03**

#### **Food Service / Cashier: Dairy Queen, Hot Springs, SD**

Preparation and service of food, taking orders, cashier duties, great amount of contact with the public, particularly with visitors to the area. Honored as employee of the month: August 2002 and August 2003.

**6/99 - 8/01**

#### **Housekeeping: Super 8 Motel, Hot Springs, SD**

Cleaning of rooms and common areas, fair amount of contact with public, giving local information and directions to area visitors.

### **Skills:**

Graphic design and layout, preparation and delivery of Powerpoint and Keynote presentations, expert level with Macintosh and PC platforms, Web page design, video production knowledge, digital photography, theater, vocal and instrumental music performance, CPR/AED and First Aid Certified

.Software proficiency: Adobe Creative Suite 3, Powerpoint, Keynote, Microsoft Word

**Special Accomplishments:**

**2007** - Photograph exhibited for The Dahl Mountain Photo Contest • Rapid City, SD

**2005** - VLP (Vermillion Literary Project) • Vermillion, SD: The University of South Dakota creative writing magazine published my poetry.

**2003 - 2006** - USD Dean's List • Vermillion, SD: Fall & Spring 2003, Spring 2004 & Fall 2005, Spring & Fall 2006, Spring & Fall 2007

**2002 - 2003** - Boys State Representative and office of County Treasurer thereof, National Honor Society

**Volunteer Service:**

**2004 - 2007** - SERVE: Into the Streets, Vermillion, SD: The University of South Dakota's largest volunteer organization. My section focuses on community service including clean-up days, special fundraising events and service to the needy and elderly.

**References Attached**

**References:**

**Melinda Poyourow**

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South Dakota School of Mines and Technology  
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