

Brian Rusnica
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Somerville, MA 02143
617.680.8475

Education

Boston College / Chestnut Hill, MA / 9.98-5.02

- ▶ College of Arts & Sciences, BA in Communications
- ▶ Dean's List, 3.60 Overall GPA
- ▶ National Society of Collegiate Scholars, Golden Key Honor Society

Experience

One Pica, Inc. / Boston, MA / 12.05 – Current

Project Manager & Account Executive

Master scheduling and traffic coordination for 12-person agency

- ▶ Direct support of web design and development teams
- ▶ Copywriting, messaging and creative conceiving
- ▶ Client communications, account ownership, deadline management
- ▶ E-Commerce, content implementation, quality assurance

The Regus Group / Boston, MA / 6.03 – 12.05

Operations Manager

Day-to-day management of 30,000 square feet of shared office space

- ▶ On-site client professional services (graphic design, IT services and clerical resources)
- ▶ Achievement of center revenue goals, virtual office sales, and leasing team support
- ▶ Human resources, team management, center invoicing and accounting

CTV's Live on Campus / Boston, MA / 9.02 – 6.03

Campus Relations Manager

All-purpose manager at a start-up college television network

- ▶ Recruitment, supervision and training of off-site student employees
- ▶ Directed expansion of network to major campuses nationwide
- ▶ Advertising sales, market research, collateral design, video production

Computer Skills

- ▶ Proficient on both Mac/PC.
- ▶ **Applications, Etc.:** HTML/CSS, Adobe Illustrator, Photoshop, Dreamweaver, Flash, InDesign, MS Office, MS Project, Quickbooks
- ▶ **Software:** Google Analytics, Google Adwords, Magento eCommerce, Salesforce. Joomla, Ektron & Sitefinity CMS. Constant Contact, MailChimp & Lyris email marketing. PeopleSoft HR/billing, WordPress, Blogger, iLife suite, social media apps

Personal

- ▶ Activities: Musician (Drummer) / Poster Design / Nature & Wildlife / Photography / Travel / DIY Crafting / Local Music Writing / Dinosaurs
- ▶ Portfolio Site: www.brianrusnica.com