

**BILL PULVER**

(610) 246-7556

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**PROFILE****Extensive, diverse experience in technology implementation in creative fields, and in electronic production management.**

- Currently supporting several small- to mid-size creative firms with technical and tactical consulting and with training.
- Served as interim IT director for 130-person ad agency.
- Transitioned well-established design studio from traditional production to all-electronic operation.
- Staffed and trained production department, managed day-to-day job flow and served as system administrator.
- Sold, wrote and co-produced one of the first major pharmaceutical product Web sites; set up, staffed and rolled out site at European trade show hospitality center.
- Strong organizational, communication and teaching/mentoring skills.

**HISTORY****independent technology consultant**

January 1997 to date

Production support, skills training and technology consulting for ad agencies, design studios, marketing departments, publications, photographers, video studios, etc.

- workflow analysis and recommendations
- staff training
- network design and management
- Windows-Macintosh integration
- project and personnel management
- system installations and upgrades
- hardware/software specification and purchasing
- troubleshooting

**Mueller & Wister, Inc., Blue Bell, PA**

January 1991–January 1997

*electronic production manager*—Planned, implemented design studio conversion from traditional production methods to state-of-the-art electronic production. Achieved goal was to make the technology as transparent to the end-user as possible, allowing more time to be spent on the creative process while controlling costs.

- design, purchase, install and maintain 30-station multi-platform production network
- recruit and train production artists
- management of all electronic production
- conducted weekly training sessions
- system administrator
- train creative staff
- project management and assignment
- new product development
- faculty member, Macworld Expo San Francisco

**Today's Graphics, Inc., Philadelphia, PA**

August 1981–December 1990

*computer services manager (September 1988–December 1990)*—Started and managed one of the region's first PostScript service bureaus. Hands-on experience with most major word processing, graphics, page composition, utility and telecom packages. Specified and purchased hardware and software. Helped develop procedures that are now industry-standard. Department went from start-up to \$1 million in sales in first year.

*production foreman (August 1984–September 1988)*—All areas of type house production: review incoming work; evaluate and resolve job requirements; assure accurate, timely and cost-effective delivery; employee hiring, scheduling, training and evaluation; supervision of type specification, keyboard operations, media conversion, proofreading and photo lettering; quality control/approval on outgoing work.

*master typographer (August 1981–August 1984)*—General type house duties (keyboarding, proofreading, makeup, camera) in the manner of a traditional typographic/graphic arts shop.

**EDUCATION****Eastern University, St. Davids, PA**

*Bachelor of Arts, psychology and education (double major)*

**OTHER**

- member, American Mensa, Ltd.
- Pennsylvania Department of Education Instructional II certificate (elementary)