

George Rohac Jr.

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PROFILE

Quick thinking troubleshooter with a knack for efficient problem solving. A background in technical, application, management and theory allow him to easily work within a wide range of organizations. Strong leadership abilities with a focus on amplifying the skills of those around him. Hopes to find placement in company eager to utilize his expertise to increase profits and productivity.

EXPERIENCE

2010-Present **Oni Press, Inc** **Portland, OR**

Operations Director

- Supervised interdepartmental workflow for all company projects.
- Negotiated costing for books, merchandise, and promotional items.
- Scheduled projects and assigned deadlines for departments and freelancers.
- Audited contracting, invoicing, and deliverables relating to over 100 active projects at a time.

2009, 2010 **The Colbert Report** **New York, NY**

Intern, PA

- Recorded and corrected cast lists for shows.
- Organized and labeled tape and prop libraries for internal databases.
- Transcribed interviews with time coding for editorial use.
- Handled guests and VIPs for show tapings and events.

2003-2009 **Blue Day Media, LLC** **Altoona, PA**

CEO/Founder, Editor-In-Chief

- Established a media company with a focus on comics and games.
- Published a successful anthology that is sold directly and available on Amazon.com.
- Expanded sales to include mass market accounts.
- Managed contractors and payroll duties.

2007-2008 **Penn State Altoona** **Altoona, PA**

Intern, University Relations Office

- Assisted with the planning and organization of events.
- Consulted with faculty and staff to determine appropriate website content.
- Designed style and content of websites for 5 departments.
- Photographed events and formatted files for publication.

2002-2006 **EB Games** **State College, PA**

Supervisor

- Managed employees by setting and maintaining goals.
- Maintained marketing and visual presentation of the sales floor.
- Recorded and presented daily performance logs to upper management.
- Handled nightly cash deposits in excess of \$30,000.

EDUCATION

2010 **New York University** **New York, NY**

- M.A. in Humanities and Social Thought

2008 **Pennsylvania State University** **Altoona, PA**

- B.A. in Communications, GPA 3.76, Communication Honor Society (Lambda Pi Eta)

2003 **Computer Learning Network** **Altoona, PA**

- Network Administration Specialist Certification

SKILLS

Web Development

Dreamweaver, Frontpage, Flash, Photoshop, PHP, HTML, CSS

Data Entry

Microsoft Office (Word, Excel, Access, PowerPoint), LibreOffice

Print

InDesign, Photoshop, Illustrator, Print Buying,

General

Troubleshooting Abilities, Excellent Communication, Event/Crisis Planning, Phone Support

References Available Upon Request