

# MICHAEL RASTIELLO

---

418 West Saulnier • Houston, TX 77019

[mike@hellamike.com](mailto:mike@hellamike.com)

Home - (832) 220-9249 • Cell - (201) 874-7753

## *PROFILE*

- Skilled project manager, fully adept in creative and business programs critical to video, web, and graphic design: Final Cut Pro, Pro Tools, Photoshop, After Effects, GoLive, Dreamweaver, Fireworks, Premiere, BBEedit and Microsoft Office
- Possess strong computer literacy with Mac and PC computer systems and hardware.
- Recognized as self-motivated team player, with excellent organizational skills; project-focused and results-oriented with a reputation for developing cost savings through creative analysis and project-management strategies.
- High achiever with strong strategic focus, analytical skills and strength in team building; calm under pressure and adept at problem solving.
- Active in most social media and networking outlets including Twitter, Flickr, MySpace, blogs, Digg, YouTube, Vimeo, and web forums.

## *PROFESSIONAL EXPERIENCE*

### **The Planet**

Project basis

#### *Videographer/Graphic Designer*

- Film and produce customer videos and corporate events for both internal and external use for the world's largest, privately held hosting company. Work with public relations and marketing communications teams on projects as requested, including travel with executives to remote locations to film customer testimonials.
- Produce graphics for marketing and advertising purposes.

### **Hole In One Video**

February 2007 – current

#### *Editor/Production Manager*

- Edit golf tournament video into broadcast-quality packages for DVD production
- Edit other projects and produce them to DVD
- Work directly with customers to resolve issues, evaluate project details and schedule production
- Manage DVD production, including packaging design, mass duplication and shipping coordination

### **Kingwood Photographers**

June 2006 – December 2006

#### *Production Artist*

- Designed collateral marketing pieces and photograph albums
- Performed touch-up and creative design of professional photographs
- Worked with customers to evaluate needs, schedule meetings and discuss specific requirements
- Prepped all orders for print and managed all printer consultations

## **Quinnipiac University STAR Program**

**August 2004 – May 2006**

### ***Level 2 STAR***

- Served as IT helpdesk manager responsible for student and faculty computer support; conducted trouble-shooting for hardware and software problems; identified and managed virus cleaning, spyware and malware
- Conducted rollout of new student/faculty/administrative computer systems
- Configured users and systems for wireless and/or wired network access
- Configured Microsoft Office and other campus applications
- Managed audio-visual equipment set-ups campus-wide for classes, lectures and special guest presentations

## **CMH Care Group**

**June 2001 – May 2003**

### ***Warehouse Manager***

- Managed shipping and receiving of pharmaceuticals
- Directed quality and inventory control
- Handled all office management operations including schedules, deliveries and billing paperwork
- Managed warehouse workers including hiring and performance evaluation
- Implemented inventory system to increase workflow, and ease of receiving and shipping

## ***EDUCATION***

### **Quinnipiac University**

Hamden, CT

#### **B.A.: Mass Communications**

Minor: Interactive Digital Design

2006

### **County College of Morris**

Randolph, NJ

#### **Associates of Arts & Science**

2003