

Adam Preston Susong

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Education

Graduated: December 2005
Austin Peay State University
Bachelor of Arts in Communications
Concentration: Public Relations
Minor: Psychology

Top 5 Strengths:

Strategic, Achiever, Ideation, Learner, Belief

Employment

2004-2014
First Baptist Church
Media Assistant
435 Madison Street
Clarksville, TN 37043
931-572-1514

Accomplishments

- Worked with design firm to develop and maintain website for First Baptist Church.
- Established and maintained Social Media presence.
- Directed the implementation of a cross-platform web-based live streaming system for worship.
- Worked with numerous Web, Audio, Visual, IT, and Media vendors and representatives to maintain and improve the efficiency of the church.
- Produced numerous print advertisements and publicity pieces.
- Planned and implemented campus wide Wifi for separate Public and Private access.
- Maintenance and Administration of Microsoft Small Business Server, MS SQL 2005 Server, MS Exchange 2003, multiple workstations, and network switching equipment.
- Produced multiple IT related staff training documents.
- Aided in overseeing the layout and design of First Baptist's primary newsletter, mailed to 1800+ people, bi-weekly, and conversion to email based monthly newsletter.
- Managed PBX and wiring infrastructure for church campus.
- Developed budget requests based on anticipated needs for technical ministry.
- Administrated Shelby Church Management Software.
- Trained technical ministry volunteers and oversaw weekly production team.
- Implemented an online giving and registration system under the direction of the church administrator and finance committees.
- Managed and maintained IT and A/V equipment.

Additional Experience

- Managed several major database migrations, local and web-based.
- Taught extended education classes in desktop publishing for Austin Peay State University.
- Served on lead team for OneChurch.tv developing direct mail campaigns and implementing Fellowship One software.
- Chosen by Professor to aid Graduate Assistant in teaching Flash Animation Course at APSU.
- Created PR Campaign to promote Child Literacy in Clarksville/Montgomery County with team from APSU.

Skills

- Expert in Microsoft Office
- Works well on Both Windows and Mac OS Platforms
- Proficient with Adobe Creative Suite
- Experienced in video production and photography
- Advanced photo, video and audio editing experience
- Skilled in implementation of WordPress for blogs and CMS
- Trained in Final Cut Pro, Quark Express
- Proficient at graphic design and desktop publishing
- Working knowledge of CSS, HTML, and JavaScript
- Familiar with multiple wiring standards and termination
- Experience in the acquisition of computer and video equipment for large organizations
- Worked with complex projection systems, networks, and many forms of multimedia equipment and software
- Technical Writing, Copywriting, and Proofreading

For Personal Information and Portfolio Visit www.asusong.com/about
