
Powerpoint Presentation Specialist Resume

Job Objective

To secure a position as Powerpoint Presentation Specialist with a reputable company where my skills can grow and help strengthen the company.

Highlights of Qualifications:

- Experience in preparing various graphs and charts in PowerPoint for presentations
 - Profound knowledge of graphic design softwares
 - Deep knowledge of preparing animated charts for PPT designs
 - Outstanding ability to develop dynamic PowerPoint presentations
 - Immense ability to integrate Flash in slides
 - Proficient in working 2007 PowerPoint
 - Familiarity in working in an agency
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Professional Experience:

Powerpoint Presentation Specialist
Artisan Talent, Westborough, MA
May 2006 – Present

- Developed PowerPoint presentations for firm clients and pharmaceutical agencies.
- Managed use of all white space and developed a photo stock.
- Prepared animated charts for various PPT designs on Illustrator.
- Administered presentations and imported program images and videos on slides.
- Designed screen for video images and other animated sequences.
- Performed work for PDF files in Notes Page format.

Powerpoint Presentation Specialist
Aquent, Westborough, MA
March 2003 – April 2006

- Coordinated with clients and team members and prepared information for presentations.
 - Ensured presentations to be informative and graphically appealing.
 - Prepared charts and graphs for clients.
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Education:

High School Diploma
Piedmont Hills High School, San Jose, CA

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