

Nitin Gumaste
2201 W Bethel Ave # 79
Muncie, IN 47304

RE: Position of multimedia producer

Dear Hiring Manager,

I am Nitin Gumaste, a Digital Storytelling Master's student at Ball State University (BSU). I specialized in creating, delivering and marketing creative & promotional content made for new media like interactive television, audio and video podcasting, DVD and Internet-based video productions. Further, I have a strong media-related foundation, thanks to a Bachelor's degree from the University of Denver, majoring in Communication & Digital Media Studies.

Most recently, I worked as a technical coordinator for BSU-NewsLink Indiana's Interactive News TV initiative. This is a groundbreaking project that will revolutionize how news is delivered and viewed in the near future. It will go live in April '06. In this project, I:

- worked on the Windows Media Center platform in a newsroom environment
- set and maintained standards for content creation and delivery
- collaborated with multiple teams on interface design and user experience
- supervised the amalgamation of news content and computer programming

In Fall 2005, I also worked as a multimedia specialist intern for MediaSauce, Inc., a marketing company, based in Carmel, IN. The clients I worked for included Century 21, Ann Bastianelli, John McKenzie Collection, and Paragon Construction. The work involved extensive client consultations and understanding their expectations, brainstorming with other creative team members, and implementing streaming video technologies. Here, I:

- created personal stories for clients delivered as video capsules for Web sites or e-mail
- created industry-standard special effects, such as blue and green screen keying
- specialized in copy-editing

As part of my thesis, I am creating specialized entertainment content for the video iPod. It consists of 15 one-minute episodes. The objective is to test this unique content on a sample audience to study their acceptance, as well as document production issues for a narrative of this style. This study has implications and interest for providers of iPod-specific content.

Thus, I have spent the last few years developing and delivering content in a manner that is concise, precise, effective and medium-specific. As my resumé indicates, I have diverse and versatile skills. I think I would be a good candidate for your company. I hope you will find me a suitable candidate for this position. I will follow up with you within 5 days to see if we can set up an interview time. I thank you for the time you have taken to review this material.

Sincerely,

Nitin Gumaste

Nitin Gumaste

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Objective:

To obtain a position at your company that utilizes my storytelling, marketing, communication and multimedia skills creatively and effectively

Technology Skills:

- Mac OS X, MS Windows 3.1/98/2000/XP/Media Center Edition, MS Office
- Video w/ Final Cut Pro, DVD Studio Pro, Motion, Adobe Premiere/After Effects
- Streaming content with Quicktime(Pro), Real(Producer) and Windows Media (Encoder/DRM), Cleaner, Sorenson Squeeze, Macromedia Flash Video
- Web design w/ Adobe Photoshop, Illustrator & Dreamweaver, Fireworks, Flash
- Strong tech. & troubleshooting skills incl. 4-year support work experience

Work Experience:

- *Graduate Assistant, Interactive News TV, Newslink Indiana, Ball State U., IN*
 - administered implementation of technology & technical standards for project
 - supervised design and programming backend for creating TV visual interface
 - evaluated usability issues with respect to interface design
 - acted as conduit between project's design/content and programming teams
 - served as liaison between students and faculty overseeing the entire project
 - July 2005-present
- *Multimedia Specialist Intern, Mediasauce, Inc., Carmel, IN*
 - created storylines from multiple sources for campaigns for print & Internet
 - constructed personal stories for marketing clients to deliver via Internet
 - captured and cataloged video footage for usage by different departments
 - researched new equipment options for streamlining processes in company
 - August 2005-December 2005
- *Graduate Assistant, Center for International Programs, Ball State U., IN*
 - worked as a multimedia specialist filming events organized by the Center
 - produced DVD & Web-based video content to promote study abroad
 - administered Web site for study abroad office
 - developed and maintained content and training material
 - August 2004-May 2005

Personal/Other skills:

- Self-driven, motivated, enthusiastic, team-player, people-friendly & inquisitive
- Enjoy traveling for work
- Polished verbal communicator with exceptional teaching and analytical skills
- Training and experience in marketing/advertising, including campaign design
- Extensive journalistic and creative writing/editing exp. for print and Internet

Education:

- BA, Digital Media Studies/Comm. dual major, University of Denver, 2002
- MA, Digital Storytelling candidate, Ball State University, 2006

Languages Spoken:

- English & Hindi