



Hello,

My name is Frank Dufay, and I am a musician. I'm contacting you because I have a strong interest in working in music production. Ideally I'd like to write music for film, television and theater arts, but I also enjoy sound production and engineering.

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My interest in music began at age six, when I would play on my dad's upright piano, and continued with trumpet in grade school. At age ten I found my signature instrument when I switched to drums. My music studies continued through high school, where I played in the orchestral, jazz and marching bands. I then went on to study music theory in college, as well as piano, voice, small ensemble and digital composition. My next step was studying and writing twentieth century composition while also studying recording technologies, including acoustics, equipment, miking, production and software.

Throughout these years I have performed, recorded and composed with many school and independent groups. I have worked as a session drummer, a writer, and arranger with multiple ensembles, playing both improvisation and composed pieces. I have used my engineering skills to record several songs, albums and as a radio engineer at KBOO.

My current music project is a one-person-band wherein I play a drum set, keyboards and sing, all simultaneously, without loops, computers or samples. I write and perform all my music, have produced a video and an ep, built my own web site, do my own booking, and create my own marketing materials, logos and posters. You can view and listen to my material at [www.frankdufay.com](http://www.frankdufay.com)

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I will bring a long term commitment to an upbeat and professional environment. I am a strong learner, enjoy responsibility and problem solving and look forward to the opportunity of working with you.

Thank You,

Frank Dufay

FRANK DUFAY  
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Though my work history shows little relating to music, I have always pursued music as my main interest and only performed other jobs as a means of financing my musical studies and projects. One benefit of this has been the chance to learn many skills; graphic design, computer hardware and software, cooking, and inclusive management styles among others.

Following is a list of software I am fluent in:

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#### Music Software

- Pro Tools
- MOTU Digital Performer
- MOTU FreeStyle
- Finale
- Ableton Live
- Sound Studio

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#### Design Software

- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign
- Adobe PageMaker
- Macromedia FreeHand
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint

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#### Video Software

- Final Cut Pro
- iMovie

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#### Web Languages

- HTML
- CSS
- JavaScript



**Bread & Butter Cafe**  
Head Chef  
Portland, OR

03/06 - 08/07

I WORKED AT THIS BREAKFAST AND LUNCH CAFE PRIMARILY ON THE GRILL; MAKING SPECIALS, WORKING THE LINE, PREPPING, ETC. I ALSO DID CUSTOMER SERVICE, HOSTING AND ASSISTED THE CATERING BUSINESS.

**AI&G Insurance**  
Claims Assistant  
Portland, OR

10/01 - 08/05

WORKING MY WAY UP FROM MAIL CLERK TO CLAIMS ASSISTANT, I HELPED UP TO EIGHT CLAIMS ADJUSTERS HANDLE WORKERS COMPENSATION CASES THROUGHOUT THE WEST COAST REGION OVER MULTIPLE JURISDICTIONS.

**KBOO Community Radio**  
Sound Engineer  
Portland, OR

02/01 - 10/01

VOLUNTEERED AS THE BOARD ENGINEER FOR THE MORNING NEWS, SETTING UP AND COORDINATING LIVE ANCHORS WITH NEWS FEEDS, MUSIC AND SPECIAL PROGRAMS.

**Il Piatto**  
Line Cook, Prep Cook  
Portland, OR

08/00 - 03/01

CREATED DISHES AND PREPARED INGREDIENTS USED DURING DINING HOURS AT THIS UPSCALE ITALIAN RESTAURANT, WHILE ALSO MAKING BREADS, SALADS, APPETIZERS, SOUPS, PASTAS, LASAGNAS, ETC.

**Muu-Muu's Big World Diner**  
Breakfast Manager  
Portland, OR

05/98 - 03/00

I WAS THE BREAKFAST MANAGER AT THIS THAI-AMERICAN BISTRO, IN CHARGE OF CREATING NEW DISHES AND SPECIALS, RUNNING THE LINE, MAINTAINING HIGH QUALITY PRODUCT, ORDERING STOCK AND SUPPLIES AND ENSURING A RELIABLE WORKFORCE, ALL IN A HIGHLY ORGANIZED KITCHEN.

**The Belgard Group**  
Graphic Designer, IT Technician  
Hillsboro, OR

09/94 - 09/97

MY RESPONSIBILITIES AT THIS MANAGEMENT CONSULTING COMPANY WERE IN TWO AREAS. PRIMARILY, I WAS IN CHARGE OF DESIGN AND LAYOUT FOR NEW AND CUSTOMIZED PRINTED MANUALS AND WORKBOOKS THAT WERE CONTINUOUSLY BEING CREATED FOR OUR CUSTOMERS. SECONDLY, I SET UP AND MAINTAINED THE MULTI-OFFICE COMPUTER SYSTEMS AND NETWORKS.

**Belgard, Fisher, Rayner, Inc.**  
Warehouse Manager  
Beaverton, OR

09/93 - 09/94

04/90 - 08/92

OVERSEEING THE WAREHOUSE, I WAS IN CHARGE OF PACKAGING, SHIPPING AND RECEIVING, INVENTORY, QUALITY CONTROL AND UPDATING THE CUSTOMER DATABASE AT THIS MANAGEMENT CONSULTING BUSINESS.

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REFERENCES AVAILABLE UPON REQUEST