

## INDIVIDUAL QUALITIES

I have over seven years experience working directly with clients to successfully design and manage print ads and publications. I specialize in editorial layouts, brochures, and brand management. My thorough understanding of pre-press file setup and production enables me to communicate effectively with print vendors and mail houses. I have advanced skills in Adobe CS4 for both Mac and PC. I put clients and coworkers at ease with my sense of humor and approachable manner. My organized file management style and a reputation for being efficient and attentive to detail make me a valued addition to any team.

## EXPERIENCE

### **Towers Watson**, Arlington, VA

Senior Graphic Designer [Contract: March – April 2009, September 2009 – May 2010]

- *Implemented the new brand as a key designer for the merger integration team*
- *Managed design team projects with multiple deadlines*

### **Reingold**, Washington, DC

Graphic Designer [Contract: Part-Time, Fall 2008]

- *Produced high-end brochures for federal government advertising campaigns*

### **DCD Home, Inc.**, Seattle, WA

Senior Graphic Designer [July 2007 – July 2008]

- *Founded the in-house design department for DCD Home*
- *Designed and produced magazines, from start to finish*

### **DNA Brand Mechanics**, Seattle, WA

Production Designer [Contract: April 2007 – June 2007]

- *Created promotional material for National campaigns*
- *Quickly formatted text for multi-page documents*

### **Morse Best Innovation**, Seattle, WA

Graphic Designer [Contract: 2006 – March 2007]

- *Designed powerful materials within Microsoft brand guidelines*
- *Regularly prepared and released print-ready files for Microsoft*

### **Melby, Cameron & Anderson**, Edmonds, WA

Publications Director [2004 – 2006]

- *Fulfilled design needs for over 10 non-profit and for-profit associations*
- *Planned conference marketing within department budgets*
- *Re-designed and re-branded membership materials*

### **Unic Marketing**, Göttingen, Germany

Intern, Graphic Designer [2002]

- *Communicated and designed in German in a professional environment*

## SOFTWARE

Expert command of Adobe CS4: Photoshop, InDesign and Illustrator

Working knowledge of: QuarkXPress, Pagemaker, Dreamweaver, Word and PowerPoint

## EDUCATION

**Bachelor of Arts**, Western Washington University [2003]

*Production Concentration, with senior courses in Graphic Design*