

INDIVIDUAL QUALITIES

I have over six years of experience working directly with clients to successfully design and manage print ads and publications. I specialize in editorial layouts, brochures, and annual reports. 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 CS3 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

Contract Graphic Designer [March – April, September – Present]

- *Created corporate marketing collateral under short timelines*
- *Implemented new brand as a key designer for the merger integration team*

Reingold, Washington, DC

Contract Graphic Designer [Part-Time, Fall 2008]

- *Produced high-end brochures for various advertising campaigns*

DCD Home, Inc., Seattle, WA

Senior 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

Contract Production Designer [April 2007 – June 2007]

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

Morse Best Innovation, Seattle, WA

Contract Graphic Designer [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 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 CS3: 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