

OBJECTIVE

• To obtain a position that utilizes my design and software expertise, plus production skills

Highlights

- Experienced in all phases of printing–concept to completion
- Proficient in all software for the production and preflight of files (especially Adobe Creative Suite)
- Design and production of print materials, including catalogs, POP displays, forms, brochures
- Design and production for websites (hand-coding, CSS and WYSIWYG)
- ▶ Photo retouching, manipulation, clipping paths and color correction (CMYK, PMS and RGB)
- Creates branding and keeps it consistent
- Keeps current on design and color trends for various industries
- Managed a department of six people to produce three national ads per week for Sears Hardware
- ▶ Regularly write articles for magazines and have editing, and proofreading skills
- > Organized, detail-oriented, and a creative problem solver
- Self-motivated, but also enjoy collaboration
- Quick learner and will use any software or equipment to its maximum benefit
- IT experience troubleshooting and maintaining Macs, PCs, servers, networks, and storage devices
- Comfortable with tight deadlines and high stress situations
- Conscientious, creative, committed to maintaing quality and deadlines

Technical Skills

Computer literate in the following programs:

Adobe Creative Suite
Illustrator, Photoshop, InDesign
Dreamweaver, GoLive, Flash
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▶ Framemaker

WORK HISTORY

Design & Production for print & web Magazine & Ad Production Preflight & Production Production Manager Prepress & Preflight

EDUCATION

B.S., Graphics Cal Poly San Luis Obispo, CA A.A., Art Sacramento City College Sacramento, CA Certificate, Printing Technology Sacramento City College Sacramento, CA

- Microsoft Word, Excel, Powerpoint Access ▶ Tailor
- Quark XPress ▶ FileMaker Pro
- ▶ HTML (hand-coding & CSS)
- ► FTP
- Whitney Wilde Designs Thunder Press Sentinel Printers DB Graphics (Sears Hardware) HiText/Logistix

Santa Cruz, CA Scotts Valley, CA Santa Cruz, CA Sacramento, CA Milpitas, CA