

## EMPLOYMENT

### IDEA HALL (COSTA MESA, CALIFORNIA)

#### LEAD PRODUCTION ARTIST/ASSISTANT STUDIO MANAGER APRIL 9, 2007 TO PRESENT

Conversion of Art Director's Photoshop files into printable InDesign files or functional HTML websites. Advertisement, Brochure, Direct Mail, Logo, Poster, and Stationery design. Photo clean up; Color correction; Clipping paths; Paper stock selection; Mock-up and Display Board creation; Communication with account executives regarding project specifications, etc. and printers regarding file preparation and upload. Direction of other designers and production artists within the department. Job estimation, planning and coordination.

### STAMPINGTON & COMPANY (LAGUNA HILLS, CALIFORNIA)

#### ASSISTANT ART AND DESIGN DIRECTOR NOVEMBER 21, 2005 TO APRIL 6, 2007

#### FREELANCE GRAPHIC DESIGNER APRIL 2007 TO SEPTEMBER 2007

Original design and/or layout of multiple art and craft publications; Photo clean up, color correction, and clipping paths; Creating and updating in-house marketing materials, including ads, postcards, sell sheets, wholesale flyers, mailers, etc.; Art and Design direction of other designers within the department; Conversion of files from Quark into InDesign; Prepress (PostScript creation and PDF Distilling); Communication with printers regarding file preparation and upload; Checking and placing advertising artwork; and Temporary website maintenance.

### MARKETEAM (LAGUNA HILLS, CALIFORNIA)

#### FREELANCE GRAPHIC DESIGNER/PRODUCTION ARTIST JUNE 12, 2008 TO PRESENT

#### INTERNSHIP JUNE 1, 2004 TO AUGUST 15, 2004

Point of purchase design, production and mock-up. Projects included: Menus, Table tents, Posters, and Title treatments.

### DECORATIVE WOOD PRODUCTS (IRVINE, CALIFORNIA)

#### FREELANCE GRAPHIC DESIGNER NOVEMBER 21, 2005 TO PRESENT

#### BOOKKEEPER MAY 20, 2002 TO NOVEMBER 20, 2005

**Graphic Design:** Logo and Website redesign; Stationery, Brochure, Advertising and Catalog design.

**Bookkeeping:** Accounts Payable/Receivable; Data-entry; Computer program conversion; Human resources; Filing.

### RED LIPS FOR COURAGE (TUSTIN, CALIFORNIA)

#### FREELANCE PRODUCTION ARTIST 2007

Photo clean up; Color correction; Clipping paths.

### REPTEK, INC. (HUNTINGTON BEACH, CALIFORNIA)

#### FREELANCE GRAPHIC DESIGNER 2005

Business card design; E-mail advertisement design; DVD and CD packaging.

## EDUCATION

### BACHELOR OF FINE ARTS IN GRAPHIC DESIGN: CUM LAUDE

California State University Fullerton (Fullerton, California)

February 2003 to June 2005

### ASSOCIATE OF ARTS IN GENERAL STUDIES

Saddleback Community College (Mission Viejo, California)

August 2000 to December 2002

## SKILLS

### DESIGN

Book, Brochure, Catalog, and Magazine Design; Annual Reports; Promotional Design; Posters; Product Labels; Logo Design/Corporate Identity; Advertisements; Illustration; Point of Purchase Materials; HTML Web Design.

### SOFTWARE

Highly proficient in: Adobe Acrobat, Photoshop, Illustrator, InDesign, QuarkXPress, and Dreamweaver.

## INTERESTS

My primary interests are art and design, but I also enjoy reading, writing, and interacting with others that share these interests. I love to listen to music, as well as play it on the violin or piano, and am always looking to discover new talent related to any art form in order to support new artists.

PORTFOLIO AND REFERENCES FURNISHED UPON REQUEST