

## SOFTWARE

### Mac OS

#### Adobe Creative Cloud 2018

(InDesign, Photoshop, Illustrator, Dreamweaver, After Effects, and Acrobat)

#### Office 365

(Word, PowerPoint)

### Windows 10

## TECHNICAL SKILLS

### Advanced Photoshop Skills Include:

Retouching, Compositing, Color Correction, Slicing/Image Optimizing

### Digital Archiving and Organization

### HTML and CSS

### E-mail and FTP

### Rampage and Harlequin RIPs

### Postscripting and PDF Workflow

### Color Separation and Trapping

### Macintosh/PC File Conversions

### Mac OS trouble-shooting

## PROFESSIONAL EXPERIENCE

### University of New Haven, West Haven, CT (9/09 - Present)

#### Senior Graphic Designer

Responsibilities include: design of promotional materials for admissions as well as many other departments within the University; manage day-to-day scheduling and performance of creative staff; print quotation buying and fulfillment; oversee university licensing system and approvals; maintain university branding visual systems.

### Freelance Design and Production,

#### North Haven, CT (6/05 - Present)

#### Graphic Designer/Production Artist

Projects include: Print and web design for two universities and small businesses (materials include: brochures, direct-mailers, ads, catalogs, magazine spreads, and web design); prepress production for local printers; print, web and flash production and video editing for a branding and marketing firm; design and production of trade magazines for local publishers.

### Ryan Partnership, Wilton, CT (4/01 - 5/05)

#### Senior Production Specialist

Create final InDesign, Quark, and Illustrator mechanicals, as well as extensive Photoshop & Illustrator retouching and alterations. Work with intricate dielines, templates, and projects sensitive to postal restrictions. Projects include: POS materials, ads, self-mailers, promotional kits, among other projects. Clients include: Subway, Heineken, Gevalia Coffee, Unilever, Nestlé Waters, The Yankee Candle. The first year and a half with Ryan, I managed the daily production workflow of their direct marketing department and supervised freelance staff with projects and problem solving.

### Premier Graphics, Stratford, CT (1/00 - 4/01)

#### Prepress Production Specialist

Responsibilities included: photo retouching and color correction; pre-flighting and trouble-shooting files for color separation output to plate setter; imposition layout of postscript files for plate setter; assist in managing workflow of prepress department with pressroom; occasional graphic design projects including brochures, sell sheets and web graphics.

### Creative Link, Norwalk, CT (11/97 - 8/06)

#### Freelance Graphic Designer/Production Artist

Clients utilized my skills in prepress, graphic design, illustration, web design, and Mac systems for a variety of print and web projects.

## EDUCATION

### Southern Connecticut State University, New Haven, CT (May 1993)

Bachelor of Science - Studio Arts with a Graphic Design Specialization