

## What I'm Looking For

I am seeking a position where I can utilize my background in graphic design and print production as well as further my knowledge of web page design. I am currently in northeast Pennsylvania, but I am interested in relocating if the opportunity presents itself.

## What I've Learned

Northampton Area Community College  
Bethlehem, PA 7/08 - Current  
Specialized Diploma in Web Page Design

Lehigh Valley College  
Center Valley, PA 7/03 - 12/04  
Associate in Specialized Technology Degree: Visual Communications

## What I Can Do

SOFTWARE - Illustrator - Photoshop - InDesign - Quark - Dreamweaver - Flash  
LANGUAGES - CSS - HTML  
PRODUCTION - Offset Printing - Digital Printing - Screen Printing

## What I've Done

MAILTIME INC.  
Phillipsburg, NJ 11/07 - Current

**Art Director:** I manage every aspect from the initial creation to final production of customers projects. My day to day responsibilities include communicating with the Project Coordinator and Operations Manager to ensure all of the projects get completed within the extremely short deadlines we typically work with. I then create the art and discuss with the client any changes or alterations. Once completed I setup the press layout and produce the plates for the press.

RP PRINTING *A Division of Majestic Athletic*  
Whitehall, PA 10/05 - 7/07

**Head Technical Artist:** I was the Head Technical Artist on site at the company's largest screen printing facility. My primary responsibility was to prepare artwork for printing by creating the spot color separations and outputting them for the Screen Production Department. My secondary responsibility was to ensure each piece was produced correctly, that the colors meet the standards and that the logos printed correctly. Other responsibilities included designing new products for upcoming events (World Series, All-Star Game, Etc) as well as managing the production schedule and other standard office duties.

THE PRESS  
Bangor, PA 1/05 - 8/05

**Production Artist:** I was the lone Production Artist at a local weekly newspaper. My primary responsibility was to design all of the advertisements for each edition as well as page layout for the whole paper. My secondary responsibilities included side project for clients such as posters, restaurant menus, business cards, etc.

