

[Portfolio is also available in person. A copy of Official Academic Transcripts is available upon request]

Professional Skills and Experience

My academic and professional experience has involved a strong emphasis on basic design principles, layout, color theory, fundamentals of typography, preliminary sketching and research to develop creative concepts and solutions to design problems. I have created or used supplied text, graphics, illustrations, and photography in order to produce high quality output for projects. I have been successful with integrating word and image for design projects. I have 10 years of experience with Adobe Photoshop, Illustrator and Quark Express and currently working with Adobe CS4 suite. Additionally I have experience with InDesign, Acrobat, Microsoft Office, HTML, Photography, Video Editing, and Gretag and Wasatch Color Management Software.

Skills and Experience in Design with:

- Business cards
- Letterhead, Flyers, Brochures and Pamphlets
- Magazine Cover, Contents, and Spread
- CD & DVD Covers/Booklets
- Calendars, Invitations and Place Cards
- Typeface/Font Design
- Proposals and Manuals
- Book Jacket/Dust Cover
- Small Book Design including research, writing, editing, layout of content, page spread design and cover design
- Corporate Identity Package: Company Mark, Logotype and Signature, Corporate Manual, Business Card and Stationary Package
- Small and Large format scanning including file organization / archiving
- Large Format Posters, Presentation Boards, Charts, and Graphs
- Large Format Exhibition Panels, Banners
- Books and Booklets production and finishing Saddle Stitching, GBC, Wire, Spiral, Tape and Hard Cover
- Experience with mounting and laminating

Employment History

Graphic Designer

Independent Freelance Print Design Work and Projects [01/2010 – PRESENT]

Clerk

Giant Food – Clerk/Customer Service Representative - Deli, Bakery & Front End [08/2011 – PRESENT]

Graphic Designer and Production Supervisor

ARC – Tysons Corner, Virginia [7/2005 – 11/2009]

Achievements and Responsibilities included original design projects using created or supplied artwork, based on collaboration with clients. The scope of work included primarily small format printed designs such as business cards, flyers, brochures and books as well as large format prints such as posters and presentation boards. I worked closely with the corporate sales team to advertise design, print and finishing services to new or existing clients. My production experience included in-house digital printing as well as out-sourced offset printing and/or finishing.

Senior Assistant Manager, Sales Associate & New Employee Trainer

Blockbuster Video - Temple Hills, Maryland [11/1995 – 7/2005]

Achievements and Responsibilities included customer service, employee management/delegating and sharing shift duties, suggested sales, commissioned Direct TV sales, daily cash handling, banking procedures, processing daily paperwork, emails, voicemails, monthly inventory management and training other employees.

Education

**University of Maryland Baltimore
County – Catonsville, MD
[2002 – 2004]**

Degree Achieved: Bachelor of Art
– Visual Communications: Graphic
Design Emphasis
Date Graduated: 12-23-04
GPA: 3.78
Dean's List / Magna Cum Laude

**Prince Georges Community
College – Largo, MD
[1996 – 2001]**

Degree Achieved: Transferred
Date Graduated: May 2001
GPA: 3.5
Dean's List / Academic Honors

**Gwynn Park High School
Brandywine, MD
[1991 – 1995]**

Degree Achieved: Diploma
Date Graduated: 06-02-95
GPA: 4.0
Academic Honors and Perfect
Attendance

References

Work References

Mike Ashley – Manager ARC
Email: mashley@e-arc.com
Work Phone: 703-893-0335
Cell Phone: 703-400-7475

Kristin Young – Corporate Sales
Manager ARC
Email: kyoung@e-arc.com
Cell Phone: 703-928-8352

John De Los Rios – Colleague
Email: jdelosrios@e-arc.com
Work Phone: 703-893-0335
Cell Phone: 703-501-8357

Educational References

Guenet Abraham – Professor of
Visual Arts at UMBC
E-mail: abguenet@umbc.edu

Peggy Re – Professor of Visual
Arts at UMBC
E-mail: re@umbc.edu

Michelle Bazemore – Professor of
Art Dept at PGCC
E-mail: bazemoms@pgcc.edu

Thomas Berault – Professor of Art
Dept at PGCC
E-mail: beraulta@pgcc.edu

Personal References

Craig Anderson – Friend
Work Phone: 410-667-1400
Cell Phone: 443-244-0057

Aaron Miller – Friend
Cell Phone: 478-318-4379