

# Zosimo T. Monzon III

Email: zosimo.monzon@gmail.com  
Portfolio: <http://www.zosie.com/portfolio.html>

Home: 301-292-2730  
Mobile: 240-535-8292

---

## **Professional Skills and Experience:**

My academic and professional experience has featured 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 photos to produce high quality output for projects. I have successfully integrated word and image for design projects. I have 15 years of computer and graphic software experience.

### **Highlights of Design and Print Experience:**

- Business Cards
- Letterheads and Flyers
- Brochures and Pamphlets
- Typeface/Font Design
- Book Jacket/Dust Cover
- Proposals and Manuals
- Calendars
- Invitations and Place Cards
- CD & DVD Covers/Booklets
- Posters, Presentation Boards and Banners
- Charts and Graphs
- Magazine Cover, Spread and Content
- Small Book/Monograph
- Production and Finishing: Saddle Stitching, GBC, Wire, Spiral and Tape Binding
- Mounting and Laminating
- Corporate Stationery and Identity Package

### **Highlights of Software and Equipment Experience:**

- Adobe CS Suite
  - Photoshop
  - Illustrator
  - InDesign and Quark Xpress
  - Acrobat
  - HTML
  - Photography
  - Video Editing
  - Gretag and Wasatch Color Management Software
  - Small and Large Format Scanning
  - File Organization and Archiving on Networks
- 

## **Employment History:**

### **Graphic Designer and Printer**

**UNITED STATES CONFERENCE OF CATHOLIC BISHOPS** - Washington, DC [08/2014 – PRESENT] - Achievements and responsibilities included design, printing & finishing of small format materials for internal office documents, publications or mailings.

### **Graphic Designer**

**FREELANCE** - Clinton, MD [01/2010 – PRESENT] - Independent Freelance Print Design Work and Projects

### **Clerk**

**GIANT FOOD** - Waldorf, MD [08/2011 – 08/2014] - Deli, Bakery & Front End Customer Service and Food Preparation

### **Graphic Designer and Production Supervisor**

**AMERICAN REPROGRAPHICS COMPANY** - Tysons Corner, VA [07/2005 – 11/2009] - Achievements and responsibilities included designing and/or printing and finishing of small and large format projects using created or client supplied graphics and content. I supervised a team of three associates in the graphics department. I worked with my associates and the company sales team to provide 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 and New Hire Trainer**

**BLOCKBUSTER VIDEO** - Temple Hills, MD [11/1995 – 07/2005] - Achievements and responsibilities included customer service, employee management/delegating & sharing shift duties, suggested sales, commissioned Direct TV sales, daily cash handling, banking procedures, processing paperwork, emails, voicemails, monthly inventory management and training new 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