

## FREELANCE GRAPHIC DESIGNER



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**Freelance**, Orlando, FL

Graphic Designer/Web Designer/Sales Associate (May 2014 to Present)

- Develop project workscopes and contract agreements for clients.
- Design all jobs such as brochures, business cards, letterheads, rack cards, product labels, postcards and logos.
- Design and code interactive websites, using html, css, javascript, photoshop, dreamweaver, flash, etc.
- Build up client base using social media and create promotional pieces including email advertising, mailers, etc.

**Belo Printing**, Orlando, FL

Graphic Designer (January 2006 to May 2014)

- Design projects such as logos, brochures, business cards, etc. for patrons of a printing company.
- Followed through on projects from concept to the finished product.
- Layout file spreads for gangrun printing.
- Manage corporate accounts coordinating information to and from external and internal customers.
- Created a work flow system to improve production for YTB (Your Travel Business) orders which included having a website created with online order forms.

**Custom Printing**, Georgetown, SC

Graphic Artist (May 2003 to January 2006)

- Utilized programs such as Photoshop, PageMaker, InDesign and Illustrator to setup and design print projects for customers.
- Produce layouts for flyers, programs, books, business stationary, etc. Often times responsible for printing smaller jobs on laser printers.
- Quick adaptability to learn new computer programs and software to correlate with laser printers, printing presses, plate-makers, cutters, heat presses and shrink wraps.
- Learn and utilize various printing equipment such as saddle stitching and comb binding equipment, numbering, scoring, cutting and folding devices, papers/stocks and inks, etc.
- Photograph, color, and artwork cleaning and manipulation and design custom-made logos for new businesses.
- Extend extra effort to ensure that product is satisfactory for customer.
- Effective interdepartmental skills when working with other designers, printers and personnel.

**Education**

Associate of Applied Science

New York City College of Technology

Art & Advertising Design Major

**US Navy**

Electrician's Mate Third Class

Thank you for your time and consideration. References are available upon request.