



## education

Villa Julie College | B.S., Visual Communication Design  
Dean's List, 1999-2003 | G.P.A 3.68 | Cum Laude

Stevenson, MD • May 2003

## professional experience

- Rosen Group | *Senior Graphic Designer/Assistant Art Director* Hampden, MD • May 2007–Present  
Design all editorial layouts, advertisements and promotional materials for the Rosen Group, the Arts Business Institute (ABI), AmericanStyle Magazine, NICHE Magazine and the Buyers Market of American Craft Show Guide and tradeshow. Support the web division with advertising and visual collateral, design ideas, and editorial materials for online posts. Oversee and assist art department interns on assigned projects.  
  
Work with advertising representatives, artists and clients to create visual solutions that best fit their brand identity to effectively reach their target audience in our publications and online materials. Proof, prepare files, and pre-flight all designed materials for the printer, meeting all critical deadlines and printer specifications.  
  
Collect printer bids on a project-by-project basis, and attend press checks to ensure magazine quality is up to style standards.
- Absolutely Perfect Catering | *Corporate Event Coordinator* Elkridge, MD • Oct. 2006–May 2007  
Designed all marketing collateral to establish brand identity to relay a corporate feel for quality, capability, and professionalism to clients.  
  
Coordinated Corporate and Full Service events from start to finish: venue location, rental equipment, menu selections, food production, organization of delivery and setup, complete table-scaping and setup of event; maintained specific contract and timeline details to ensure events run smoothly; tended to guest and host satisfaction; breakdown of event with venue and host-specific requirements in mind, and handled balances due on conclusion of event.  
  
Continued quality service as orders were placed, revised, and carried out to final stages of events. Kept good working relationships with Corporate and Full Service clients to ensure the end product would be exactly what they requested and required.
- Thunder Creek Apparel  
& Promotional Products | *Corporate & Preprint Graphic Artist* Rosedale, MD • July 2003–Oct.2006  
Recreated artwork by hand and digitally for preprint and custom orders, for screen-printed items, and promotional products. Produced, submitted, updated, and managed all creative art and art approval processes with buyers and licensors. Developed, designed, built, and bound unique customer specific catalogs to promote and encourage client specific sales.  
  
Designed “one-liner” and “license-gearred” designs with specific client requirements for their targeted audience. Researched sales and design trends in specified markets to enhance and produce designs to sell.
- *Freelance Designer* Baltimore, MD • May 2007–Present  
Custom Invitations | Business Cards | Magnetic Car Decals | Event Collateral | Court Visuals | Brand and Company Identity | T-shirt Designs | Brochures

## professional skills

MAC and PC Platforms

Proficient in Adobe Illustrator, Photoshop & InDesign, QuarkXpress, FlightCheck, Rbrowser/FTP, QuickBooks, Microsoft Office