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| Tressa Mae  Studio Manager / Graphic Designer / Producer | [hello@tressamae.com](mailto:hello@tressamae.com) • (801) 735-3309  • [tressamae.com](http://tressamae.com/) • [LinkedIn](https://www.linkedin.com/in/tressamartin/) • Seattle, WA 98119 |

*Visionary, dedicated, ethical, and a self-starter with hands-on experience designing assets for creative direction and production in a leadership and studio management capacity while maintaining the organization of cutting-edge production studios. Success-oriented storyteller and a great intellectual able to connect with a story and make the visuals come to life on set; transforming people's visions and steering improvement in existing things. Resourceful and dedicated with an eye for aesthetics, style, composition, and flow, producing thought-provoking designs and content for real people. Demonstrated excellence in overseeing projects from concept through final delivery; looking to push the boundaries on clients’ current standards and elevate company approach to each asset while complying with clients’ brand story and guidelines. Detail-oriented, flexible, and adaptable professional passionate about problem-solving and finding practical solutions. Rapidly adapt to new technologies with proficiency in Adobe Photoshop, InDesign, Illustrator, Premiere Pro, After Effects, Procreate. Adept at producing novel ideas and concepts in harmony with other colleagues; creating sketches, storyboards to visualize ideas; and comprehending marketing initiatives, target audience, and strategic positioning. Articulate communicator with exceptional interpersonal skills; foster and fortify productive relationships with key clients, crew members, producers, vendors, and other media agencies.*

**Areas of Expertise**

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| * Photography/Staging/Set Design * Studio/Production Management * Website Design & Illustrations * Marketing & Target Audience | * Creative Thinking/Concept Development * Idea Visualization & Brainstorming * Computer-Based Drawings & Layouts * Print Materials, Brochures, & Signs | * Copy/Layout Arrangement * Effective Communications * Contract Management * Team Leadership/Training |

**Professional Experience**

**Freelance – Seattle, WA 09/2019 to Present**

**GRAPHIC DESIGNER**

*Delivered art and creative direction for key projects within a collaborative project setting while formulating designs and leading teams to ensure timely completion. Spearheaded end-to-end development of creative design for marketing packages, print materials, brochures, banners, and signs in addition to website layouts, logo, photographic imagery, and unique branded looks. Leveraged knowledge of production to create high-quality images along with digital image files for use in digital and traditional printing methods.*

* Demonstrated excellent skills in ideating and finessing existing assets throughout the entire process; typically ended up in the art or creative direction roles in collaborative projects.
* Gathered, reviewed, and collated videos for social media, advertising, and informational purposes to increase the impact upon the target audience.
* Successfully utilized design fundamentals for selecting typography, composition, layout, and color in design to yield exceptional results and exceed company expectations.

**RCP PHOTOGRAPHY – Seattle, WA 08/2017 to 05/2018**

**PRODUCER**

*Oversaw all social media management activities to increase brand awareness and digital presence while strengthening relationships with clients. Arranged shot lists and daily schedule, monitored styling and staging, and supervised photography shoots out on locations involving extensive cross-country travel. Actively engaged in sourcing top talent and assistants for post-processing as well as handled crucial tasks of hiring and termination to build a highly qualified crew. Devised all documents for short-listed candidates and clients, administered schedules and travel, and acquired appropriate staff/resources.*

* Accomplished all assigned tasks under strict deadlines and produced high-quality content.
* Employed effective industry expertise and creative concepts for styling, staging, and set design.
* Established trustworthy and long-term connections to build a strong business and maintain an impeccable reputation.

**BLAST DIGITAL + STUDIO – San Francisco, CA 10/2016 to 07/2017**

**STUDIO MANAGER**

*Led all daily operations of a 4000 sq ft commercial photography studio with maximum efficiency and success to include production assisting, styling, and prop sourcing. Pooled resources with producers/directors to ensure all production needs met and all clients satisfied. Leveraged exceptional interpersonal skills to liaise between clients and crew, setting up a friendly environment for all.*

* Achieved 100% occupancy of the studio by retaining an excellent rapport with producers and directors, realizing every need for large-scale productions.
* Ensured availability and readiness of equipment at all times, ordered required supplies, and maintained set for successful productions.
* Streamlined cash flow and improved the financial position of the studio by managing accounts, supervising the scheduling and invoicing of clients, and accounts receivable.
* Maintained and monitored all gear, equipment, and rental needs; kept the studio pristine, stocked, organized, and ready for the next client.

**Additional Experience**

**OPHTHALMIC TECHNICIAN & SURGICAL SCRUB, 08/1999 to 08/2019**, Various Medical Facilities. Extensive resume AUR.

**Education & Credentials**

**Associate of Applied Science, Graphic Design Degree**

Seattle Central College – Seattle, WA | Maintained consecutive Dean's List status

**JCAHPO – Utah | Certification Level, Medical**

National Ophthalmic Technician Certification acquired after 1,000 completed hours working for medical doctors. Maintained 18 credits recertification every 3 years.

**Certified Ophthalmic Technician and surgical scrub**

**Certified Technolas and Intralase Laser Operator**

**Certified Nursing Assistant**