ROBERT SMITH
Metal Arts Production Artist

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An experienced information technology professional with a freshly minted business economics degree and a diverse technical, creative, and administrative background is seeking a position in the business or financial industry where these skills will add similar or greater value.

EXPERIENCE

Metal Arts Production Artist
ABC Corporation - SEPTEMBER 2004 – JULY 2015

- Drew final artwork in Photoshop or Illustrator for processes that bridged the designers intent and productions capabilities.
- Created press-ready files in InDesign for manufacturing, ensuring all aspects were accurate.
- Crafted realistic digital simulations and physical representations of cards, demonstrating all processes, folds, and attachments for sales presentations.
- Created, organized, and maintained the largest intranet documentation websites for the Digital Work Team and Production Art teams.
- One of two PAs on Workflow Lead Development Team, creating documentation and training content for monthly meetings.
- Authored staff notes from meetings and archived them with all relevant emails in a searchable, hyperlinked PDF.
- Trained Intranet Content Owners from other areas Design, Product Integrity, and Tech Design.

Production Artist
ABC Corporation - 2001 – 2004

- Typeset and layout of all marketing materials, including a 4 color, perfect-bound, 100 page Montessori Services catalog and a 4 color, saddle-stitch, 56 pages For Small Hands catalog.
- Assisted at photoshoots with models and product shots.
- Basic photoshoots for small product shots for the web.
- Photoshop images including, color correction, clipping paths and conversion for web use.
- Create and design marketing emails including converting InDesign files to Photoshop to HTML.
- Manage print jobs from start to finish.
- In charge of all print buying and quotes.

EDUCATION

- Bachelor of Fine Arts in Design - 1984(Kansas City Art Institute - Kansas City, MO)

SKILLS

Computer Networking, Macintosh Maintenance, Troubleshooting.