

ROBERT SMITH

Production Artist-Studio

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Senior Production Artist/Graphic Designer with more than 11 years of experience. Proven ability to manage multiple projects, outside vendors and employees. Combines management expertise with a strong technical background to streamline processes and efficiencies.

CORE COMPETENCIES

Adobe CS, Microsoft Office, Powerpoint, Management, Customer Service.

PROFESSIONAL EXPERIENCE

Production Artist-Studio

Portland's Vital Signs (PVS) / Opus Creative - 2009 – 2019

Key Deliverables:

- Ensure client files are properly prepared for a variety of output and finishing methods.
- Assist with finishing, assembly, and packaging as needed.
- Supported Senior Designers with white page updates, e-mail campaigns, and online web seminar asset creation.
- Increase job profitability and reduce material usage by utilizing color profiles and maximizing yield setup.
- Prepare client files for output to Vutek printer, LightJet printer, vinyl or screen printing.
- Automated file preparation for it and ShopBot by creating Illustrator actions.
- Streamline file prep and ensure consistent file output by creating color and action pallets.

Production Artist

ABC Corporation - 2008 – 2009

Key Deliverables:

- Prepare digital files for print create artwork for leaflets, cartons and labels update customer files for print Accomplishments Part of a two-person team that created digital files for all Microsoft Office products from [] Created New Balance shoe and apparel catalogs.
- Produced all magazine print ads for Bose Corporation from [] Mentored/supported co-workers in typography/page layout.
- Skills Used Expert in typography and page layout.
- Vast knowledge of printing processes.
- Experienced with trapping, spot colors, 4-color process, trim area, live area, bleed, creep and imposition.
- Proficient or strongly familiar with Adobe Creative Suite, Quark and MS Word.

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- Skilled at troubleshooting font issues and files with ripping problems.

EDUCATION

B.A. in Graphic Design - (Platt College - San Francisco, CA)

