

MICHAEL C. DRAPER

2510 SE 48TH AVE, PORTLAND, OR 97206

HOME PHONE (503) 736-9626 • CELL PHONE (503) 232-1550

E-MAIL: mike@carpevinumpdx.com

LinkedIn: <http://www.linkedin.com/pub/michael-c-draper/3a/16/1b9>

Online Portfolio: <http://www.buzzclickpopwhirr.com/mikesportfolio/>

EXPERIENCE

Freelance Graphic Designer, Present

Mike & Laura Designs, Portland, OR

Recent Projects

- Creating technical data sheets for commercial-grade video monitor company, Chilin Solutions.
- Creating wayfinding graphics and layout services for local letterpress printer PlatemarkX.
- Creating billboard displays, magazine advertisements, and promotional material for LightBar.
- Total brand management of local musical act Floating Pointe, including CD jacket design, poster design, web design, and other promotional materials.

Graphic Designer / Graphic Production / IT Support, 2008-2012

Pinnell/Busch Inc., Portland, OR

Duties

- Designed exhibits and reports using Photoshop, Illustrator, InDesign, and Sketchup for litigation of residential and commercial construction in regards to deficiencies claims and other services.
- Created graphical representations of buildings, plans, plats, investigative forensics, info-graphics, and 3-D modeling to be used in legal proceedings, experts meetings, arbitration, mediation and trial.
- Provided IT support including computer reformat, installing and troubleshooting software and printers, virus removal, managing peripherals, archiving, and data loss prevention.
- Provided support for overhead administrative services such as answering phones and ordering supplies.
- Prepared and arranged the republishing of company president's book, including recreating book cover.

Sole Proprietor / Owner, 2002-2008

Carpe Vinum Wine Shop, Portland, OR

Duties

- Created and controlled all operations the retail wine store in Southeast Portland.
- Designed all graphics, logos, advertisements, signs, tasting sheets, pricing shelf tags, and business cards.
- Interacted with and educated customers on wine topics, recommending bottles, and sales.
- Managed all finances of the shop including ordering/receiving, sales and bookkeeping.
- Organized a weekly tasting event, researched wines, researched pricing, wrote and distributed newsletter, prepared graphics and promotional material for the event, and served flights of wines to customers.
- Created a database of Portland wine distributors and their collective stock for ease of searching for specific wines for special orders.
- Wrote and published the shop's weekly e-newsletter, for distribution to over 1000 subscribers.

Graphic Production Artist / Technical Writer, 1999-2001

EyeVelocity, Portland, OR

Duties

- Lead production artist processing images and studio photography of vehicles and accessories for an interactive software application used in the automotive industry.
- Designed custom graphics and content for the software application and for print.
- Trained and supervised all new employees on graphical processes.
- Graphics department's technical writer for documentation of processes and procedure.
- Wrote manual for the graphics department process, including techniques, common issues and solutions.

SKILLS

Computers

Macintosh OSX and Windows platforms, with some Linux experience

Basic desktop IT support: installs, drivers, troubleshooting, networking, devices, virus removal, data optimization

Software

Adobe Graphics Suite: Photoshop, Illustrator, InDesign, Dreamweaver, Flash, Acrobat, Premiere

Microsoft Office Suite: Word, Excel, Powerpoint, Access

Other

Experience with HTML, XHTML, CSS, JavaScript, PHP, MySQL and Wordpress

Strong writing and editing skills

EDUCATION

Pacific University, Forest Grove, OR

Bachelor of Arts in English Literature/Creative Writing, Graduated 1995

Pacific Northwest College of Art, Portland, OR

Continuing education courses in graphic and web design, including Photoshop, HTML, CSS, and Flash.

Currently pursuing certificate in Communication Design.

Portland Community College, Portland, OR

Continuing education courses in web design and IT, including JavaScript, MySQL, and CompTIA A+.

REFERENCES

Paul Williams

Sr. Project Marketing Manager

Chilin Solutions, Wilsonville, OR

503-970-7178

paul.williams@chilinsolutions.com

Patrick Melvin

Graphics Lead / IT Manager

Pinnell/Busch Inc., Portland, OR

503-278-6716

patrick@pinnellbusch.com

Soloman Preidis

Supervisor / Trainer

UPS Inc.

503-734-7906

solothewineguy@yahoo.com