

**Heather Amler**

7001 Quail Hill Rd.  
Charlotte, NC 28210  
704.953.0724  
heather@heatheramler.com

**Professional Profile**

Meticulous Production Process Lead, excellent at juggling multiple tasks and working under pressure. Broad industry experience includes Marketing & Graphic Design, Customer Service, and managing Print Production.

**Education**

Fall 2005 – 2009  
Central Piedmont Community College  
Charlotte, North Carolina  
Continuing education courses in Graphic Arts and Imaging Technology.

Fall 1999 – Fall 2003  
East Carolina University  
Greenville, North Carolina  
Graduated with a Bachelor of Fine Arts with a Concentration in Printmaking and the Recipient of the Outstanding Graduating Senior Award in Printmaking.

**Software Proficiencies**

Adobe Creative Suite 5, Quark XPress , Adobe PageMaker, Macromedia Freehand, HTML, CSS, Sharepoint, and Microsoft Office.

**Work Experience**

2012-Current  
Product Delivery Coordinator  
Mood Media, Fort Mill, SC

Responsible for managing the standards and tools used to track, report, and automate established media processes. Provide support to the senior managers. Centrally manage and administrate the tools which facilitate the inter department requests to build repeatable and accurate project accounting and operational reports that provides the management team with near real-time information in the form of detailed analytics.

2009 – 2012  
Designer / Technical Support

Slumpy's The Glass Mold Company, Belmont, NC

Initialized and implemented Social Media Marketing for a stronger online presence in the glass art community. Developed inventory tracking spreadsheets to resolve product issue through consumer testing. Managed and assisted in implementing the company's first glass workshop; SlumpFest. Responsible for the creative design for the Glass Craft & Bead Expo tradeshow booth, web & print design, and product production.

2006 – 2009

Traveling Artist & Corrections Lead  
Herff Jones, Charlotte, NC

Effectively communicated with clientele and sale representatives to develop cohesive designs to fit within given budgets. Worked directly with departments, clients, management to resolve any issues with quality of work. Supervised team of 20+ staff members. Delegated work flows & made final decisions on any problematic print jobs. Wrote and edited documents to keep staff informed on policies and procedures.

2006 – 2006

Lab Technician Intern  
Harper Graphic Solutions, Charlotte, NC

Performed echo checks on anilox rollers, wrote analysis reports and developed an adept understanding of the flexography printing processes. Followed up and kept track of expected orders from companies and correspondence from lab technicians.