

Heather Amler

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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, Fetch, Transmit, and Microsoft Office.

Work Experience

2012

Production Process Administrator

Mood Media Muzak, Fort Mill, SC

Prepare, maintain and verify music programs. Create element based music programs and program templates; integrity assessment of all content in programs and the sourcing of content for Broadcast Programs. Monitoring workflow and fulfillment of requests.

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.