
Kendra J. Hallam

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Objective

Seeking a full-time position in the printing industry to which I can apply my education and experience while continuing to grow as a Graphic/Production Artist.

Qualifications

- Knowledgeable in software programs such as Freehand, Photoshop CC, Illustrator CC, QuarkXPress, Dreamweaver, Fireworks, Microsoft Office Suite, InDesign, Acrobat Professional, and Acrobat Distiller.
- Proficient in both Macintosh and PC computers.

Employment

December 2010 - **Universal Engraving Inc.**

Present Lenexa, Kansas

Digital Production Artist

- Art clean-up, tracing art, film developing, and preparing art for copper and brass plates.
- Troubleshooting customer files.
- Create and typeset raster files for customer approval.
- Print color separations.
- Scan artwork to digital files.

May 2010 -

Moss House-Shelter for Women (Part-time)

November 2010 Nevada, Missouri

Volunteer Coordinator

- Developed PowerPoint presentations, brochures, and letters.
- Recruit volunteers for various tasks—moving and relocating women and organize donations for the thrift store.

January 2007 -

Applied Marketing Research

January 2010 Kansas City, Missouri

Technical Production Manager/Project Manager

- Coordinating projects for clients in multiple industries
 - Develop web surveys and report on the results found throughout the research process.
 - Manage data collections and report final results.

Education

2004 – 2005

Pittsburg State University

Pittsburg, Kansas

Master of Science

Emphasis: Technical Teacher Education

2002 – 2004

Pittsburg State University

Pittsburg, Kansas

Bachelor of Science in Technology

Emphasis: Commercial Graphics

References Available Upon Request