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## EMPLOYMENT HISTORY

### FREELANCE/PROFILES/THE BOSS GROUP

Washington, DC 08/2003 - Present

#### Senior Graphic Designer/Studio Artist

Served in numerous full-time and freelance, graphic design capacities including senior designer of marketing, studio and production artist. Assignments involved creation of high end marketing collateral, advertising materials and collateral, corporate identity, branding and collateral, magazine and textbook design and layout, illustration, typesetting, and production.

### SNQ COMMUNICATIONS DESIGN

Vienna, VA 01/2002 - 08/2003

#### Graphic Designer

Managed successful, multi-million dollar fundraising campaigns for multiple non-profit clients in a studio environment involving full service graphic production and direct marketing. Worked directly with clients on direct mail campaigns including creation of marketing collateral, graphical elements brochures, newsletters and periodicals. **Continued service in a freelance capacity after term of initial employment.**

### USER TECHNOLOGY ASSOCIATES, INC.

Arlington, VA 07/2001 - 12/2001

#### Technical Assistant

Assisted DISA staff with graphical concerns including technical diagrams, online demonstrations, DISANet support, documentation and user interface; assisted in the design and development of utilities for customization of the network and provided ongoing maintenance and enhancement of existing software applications.

### CREATIVE CORE

Washington, DC 11/2000 - 06/2001

#### Graphic Designer

Assisted SAIC staff in preparation of Sustainment Proposals using PowerPoint, Photoshop, QuarkXPress and Illustrator. Produced illustrations, graphs, charts, cover and internal page layouts for use on proposal documents.

### CRAVER, MATHEWS, SMITH AND COMPANY

Arlington, VA 11/1998 - 11/2000

#### Graphic Designer

Managed successful, multi-million dollar raising direct mail campaigns for clients including Amnesty International, ACLU, Habitat for Humanity and Ocean Futures in a studio environment involving full service graphic production and direct marketing. **Awarded Presidential Bonus for outstanding performance.**

## TECHNICAL SKILLS

### Platforms

- Macintosh OS 16 Years
- Microsoft Windows 12 Years

### Digital Imaging

- Adobe Illustrator 16 Years
- Adobe Photoshop 16 Years
- Macromedia Freehand 14 Years
- Adobe ImageReady 7 Years
- Macromedia Fireworks 7 Years
- CorelDRAW 7 Years

### Web Publishing

- Macromedia Dreamweaver 7 Years
- Microsoft FrontPage 4 Years
- Adobe PageMill 4 Years
- Macromedia Flash 3 Years

### Print Publishing

- QuarkXPress 12 Years
- Adobe PageMaker 16 Years
- Adobe Acrobat 10 Years
- Adobe InDesign 5 Years

### Video & Audio Production

- Adobe Premier 6 Years

### Project Management

- Microsoft Word 16 Years
- Microsoft Excel 10 Years
- Microsoft PowerPoint 6 Years
- Microsoft Outlook 5 Years

### Programming & Implementation

- HTML 6 Years
- JavaScript 4 Years

## ADVANCED EDUCATION

**Virginia Commonwealth University**  
Richmond, VA May 1997

Bachelor of Fine Arts  
Communication Arts and Design  
Emphasis in Illustration

**Northern Virginia Community College**  
Alexandria, VA May 1992

Associate of Science  
General Studies