

## SKILLS AND QUALIFICATIONS

- Proficient use in applications: Microsoft Office, Enfocus Pitstop Professional, NedGraphics Design & Repeat, NedGraphics Easy Coloring, Polar Compucut, Prinect Printready Cockpit, Prinect Signa Station, Wasatch Softrip.
- Advanced Adobe software knowledge on PC and Mac platforms: InDesign, Photoshop, Illustrator and Acrobat.
- Self motivated, team player and ability to manage multiple priorities simultaneously.
- Strong working knowledge of waterfall and agile production workflows.
- Advanced knowledge in 4-color print process theory.
- Strong problem solving, investigative and analytical skills.
- Proven record exercising critical thinking, sound judgment and decision making skills.
- Strong ability to establish and maintain professional relationships with both internal and external customers.
- Ability to promote effective leadership through example by setting standards that provide for a positive environment.
- Experience providing employees with coaching, feedback, and in building effective teams.
- Proven record of resolving customer issues to drive a positive outcome.

## EMPLOYMENT

### PRODUCTION ARTIST I

FEBRUARY 2011 – JANUARY 2015

*Next Day Flyers - Rancho Dominguez, California*

Prepared customer supplied artwork to specific company guidelines, generating press ready files. Modified and preflighted art in compliance with company procedures and standards while maintaining an efficient workflow to meet daily production volume requirements. Assisted other production artists with techniques and methods in preparing artwork effectively.

### BINDERY/SHIPPING MANAGER

JULY 2009 – FEBRUARY 2011

*Paradise Digital - Los Angeles, California*

Responsible for managing the daily post-press production of a digital printing company. Overseeing and operating equipment including but not limited to cutting, scoring, folding, stitching, mounting, and lamination devices. Created and implemented workflow procedures and performed with a team to meet daily production volume requirements.

### COLOR SPECIALIST

JULY 2007 – SEPTEMBER 2008

*Cad Fabulous - Los Angeles, California*

Evaluated and identified color values in customer provided swatches/samples. Utilized a variety of electronic prepress programs to analyze, retouch, and color correct per standards and specifications within the fashion industry. Operated and maintained large format printers and heat transferring equipment.

## EDUCATION

### BACHELOR OF SCIENCE IN GRAPHIC COMMUNICATIONS

JUNE 2005

Emphasis in Print Management

*California State University of Los Angeles - Los Angeles, California*

Completed advanced courses in Electronic Publishing, Typographical Layout and Design, Color Theory, and Digital Workflow Management. Sharpened desktop publishing skills in Adobe InDesign, Illustrator, and Photoshop. Also completed business courses in Marketing, Computer Information Systems, and Economics.

### ASSOCIATES OF SCIENCE IN GRAPHIC COMMUNICATIONS

JUNE 2002

*Don Bosco Technical Institute - Rosemead, California*

Learned both digital and manual printing processes and studied the fundamentals of printing. Learned how to operate desktop publishing software including, but not limited to: Adobe Photoshop, Illustrator, PageMaker, and QuarkXPress. Educated on how to safely and properly operate offset and flexographic presses, as well as standard bindery equipment. Also earned PrintED certification in Digital Image Preparation.