



KEY WORDS

Reliable, Problem Solver, Efficient, Team Player, Organized, Perfectionist, Customer Service Expert

WORK HISTORY

Manager/Lead Graphic Designer - Big Frog - May 2013 to September 2016

- Managed the art team to ensure quality and efficiency in a fast paced environment.
- Provided constructive evaluations of all ongoing projects.
- Produced creative on demand designs and products mock-ups for high end clients.
- Placing and tracking inventory and product orders for stock and upcoming events.
- Maintaining client and vendor accounts and relations.
- Optimizing print files for production and archives.
- Scheduling time lines, workflow, and deadlines.

Freelance Graphic Designer - J. Herman Design - July 1999 to Present

- Creating original logo designs for start-ups.
- Revamping outdated and low resolution logos for print and web.
- Product design and mock-ups
- Formatting page layouts for brochures and pamphlets.
- Manipulation of design program and web site templates.
- Designing web banners and cover images for social media, landing pages, and bloggers.
- Producing original UI/UX assets for mobile apps.
- Fabricating business cards and other printed materials.

Freelance Photographer - J.Herman Photography - April 1999 to Present

- Providing on location photography to the SF Bay Area.
 - Executing advanced photo editing techniques
 - Specializing in candid, posed, stylized, and themed Portraiture for all ages
 - Portfolios for Actors, Models, Hair & Make-up Stylists.
 - Candid photo coverage for private, corporate events.
 - Photojournalist Wedding Photography.
 - Fine Art Landscapes for online and print sales.
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WORK HISTORY CONTINUED

Freelance Artist - Fire Sketches - June 2005 to Present

- Transferring original freehand illustrations onto wooden surfaces using a heated element.
- Managing custom orders from concept to completion for clients.
- Marketing and social media coordinator.
- Shipping and Tracking custom orders.

Production Manager - Genesis Photography - 2000 to 2002

- Organized incoming photography projects.
- Arranged page layouts for wedding albums.
- Produced proof album mock-ups for client review.
- Prepared selected image files for final print.
- Placed product orders and arranged delivery to clients.
- Archival of past projects.

EDUCATION

General Education, Graphic Design, and Photography
Diploma 3.0 GPA - Mountain View High School

PROGRAMS

RETAIL/OFFICE: Point of Sales Systems (15 years), Microsoft Excel (4 years), Logistics Programs (17 years)
GRAPHICS: Photoshop (20 years), Illustrator (5 years), Lightroom (4 years), Corel Draw (6 years)

SKILLS

Customer Service (21 years), Managerial Experience (17 years), Photo Retouching (17 years),
Photo Editing (20 years), Logos Design (20 years), Vector Art Design (20 years), DTG Printing (3.5 years)

ADDITIONAL INFORMATION

Volunteer Photographer for the American Diabetes Walk for a Cure Event in Palo Alto, CA.

References available upon Request
