

**PROFILE**

Reliable and versatile professional with solid work ethics who is determined to produce quality products under deadline pressure. Smoothly manages projects from concept to completion and is adept at problem solving. At ease working on a team or independently. Maintains harmonious relationships with clients, co-workers and managers. Adjusts easily to changing circumstances.

**SKILLS OVERVIEW**

**Art and design:** Twenty years design and desktop publishing for print and web. Traditional drawing, painting, sculpture and photography since the 1970s.

**Publishing and prepress:** Ten years of weekly newspaper publishing doing everything from ad design to general manager. Some hands-on prepress experience, plus plenty of software support and testing experience with prepress products.

**Web:** Designing and building websites, blogs and a wiki. Website management, browsers and internet utilities. HTML and CSS. Some JavaScript, XML and PHP.

**Software testing and support:** Two years of functionality and workflow testing of InDesign and Illustrator print and output functionality. Generating and verifying thousands of Postscript and PDF files per week using automation. Testing of third party plug-ins for InDesign and Illustrator. Four years of supporting Pagemaker, Illustrator and Conversay users.

**Databases:** Making and using Filemaker databases, supporting products that use SQL Server or MySQL.

**EXPERIENCE HIGHLIGHTS**

<b>ADVERTISING AND LAYOUT ARTIST</b> June 2007 – present NCW Media, Inc.	For The Leavenworth Echo and Cashmere Valley Record weekly newspapers using Adobe Creative Suite 3: <ul style="list-style-type: none"> <li>• Designed and produced print and web advertising, including advertising copy writing.</li> <li>• Designed and produced weekly news pages, special editions and visitors' guides.</li> <li>• Designed and produced business materials such as cards, letterhead, brochures and forms.</li> <li>• Assisted with computer and software troubleshooting and maintenance.</li> </ul>
<b>GRAPHIC DESIGN AND ART</b> 1982 - present Makin' it up	Freelance graphic design and other work including: <ul style="list-style-type: none"> <li>• Logos, cards and letterhead.</li> <li>• Brochures, forms, signage and boat names.</li> <li>• Web design and development.</li> <li>• Participated in a MediaWiki implementation and customization.</li> <li>• Creating emergency action floor plans from CAD files and notes using Illustrator</li> <li>• Prepress processing.</li> <li>• Writing and editing.</li> </ul>
<b>SOFTWARE TESTER</b> Jan. 2004 - April 2006 Triple Triangle, Inc.	<ul style="list-style-type: none"> <li>• Consulted with developers to develop test strategies and plans.</li> <li>• Found, isolated, documented and tracked defects in Adobe InDesign and Illustrator plug-ins.</li> <li>• Intermittent, part-time, telecommuting arrangement (about 3 months total).</li> </ul>
<b>DESKTOP PUBLISHER</b> Dec. 2005 - Feb. 2006 Nordstrom	Along with 5 team members, converted 75,000 documents from Corel Draw to Adobe Illustrator and InDesign. <ul style="list-style-type: none"> <li>• Fixed drawings in which Corel features do not convert to Illustrator.</li> <li>• Created manuals in InDesign from Corel files.</li> <li>• Investigated issues with file conversions such as solid lines becoming dashed.</li> </ul>
<b>SOFTWARE BLACK BOX TESTER</b> June 2004 - April 2005 Adobe Systems, Inc.	<ul style="list-style-type: none"> <li>• Generated and validated several thousand Postscript and PDF files each week from Illustrator and InDesign for the prepress quality assurance team's testing.</li> <li>• Worked with the team to ensure the generated files met their needs.</li> <li>• Found, isolated, described and tracked defects.</li> <li>• Used automation and scripting under Windows and Macintosh.</li> <li>• Communicated the status of file generation and validation in a blog-like fashion.</li> <li>• Documented file generation, validation and other processes.</li> </ul>
<b>SOFTWARE BLACK BOX TESTER</b> Feb. 2003 - Nov. 2003 Adobe Systems, Inc.	<ul style="list-style-type: none"> <li>• Planned and performed tests of InDesign print, preflight, packaging and workflow features.</li> <li>• Found, isolated, described and tracked defects.</li> <li>• Drafted test planning documents for following version.</li> <li>• Windows, Macintosh, English, Japanese, French and German versions.</li> </ul>
<b>DESKTOP PUBLISHER AND GRAPHIC DESIGNER</b> July 2002 - Oct. 2002 Connelly Skis	Designed and produced: <ul style="list-style-type: none"> <li>• Ordering and contract forms.</li> <li>• Product brochures, one in full color and one in grayscale.</li> <li>• Product art and illustration.</li> <li>• Labels, hang tags and packaging graphics.</li> </ul>

<b>SENIOR SOFTWARE SUPPORT SPECIALIST</b> Nov. 2000 - Aug. 2001 Conversay	<ul style="list-style-type: none"> <li>• Assisted users and web developers with voice recognition and synthesis software.</li> <li>• Gathered and wrote technical materials to create a support knowledge base.</li> <li>• Participated on development teams with design input, documentation reviews and testing.</li> <li>• Project planning.</li> </ul>
<b>WEB AND GRAPHIC DESIGN/PARTNER</b> June 1999 - Sept. 2000 JarFly	Designed graphic, and developed and hosted websites. <ul style="list-style-type: none"> <li>• Business identities such as logos and original graphics.</li> <li>• Web graphics, pages and sites.</li> <li>• Collateral and marketing communications material.</li> <li>• Brochures and forms.</li> <li>• Image manipulation and color correction.</li> <li>• Project management.</li> </ul>
<b>SOFTWARE SUPPORT TEAM LEAD</b> April 1997 - Feb. 1999 Luminous/ Imation Publishing Software	<ul style="list-style-type: none"> <li>• Assisted users and developers with prepress and asset management software.</li> <li>• Team lead.</li> <li>• Wrote technical material, training material and newsletter articles.</li> <li>• Resolved imagesetting, printing and Postscript issues.</li> <li>• Resolved design, layout and prepress software issues.</li> <li>• Participated on development teams with design input, documentation reviews and testing.</li> <li>• Member of the certified value added resellers training team.</li> </ul>
<b>SOFTWARE SUPPORT</b> Sept. 1995 - April 1997 Adobe & Keane	Worked with users on the phone to resolve known issues with Adobe Illustrator, Streamline, Dimensions and PageMaker.
<b>CONTRACT EMPLOYMENT</b> 1993 - 1995 Alaska and Seattle	Design and production for various newspapers and printers on a contract basis. <ul style="list-style-type: none"> <li>• Business identity materials such as cards, letterhead, brochures and forms.</li> <li>• Newsletters.</li> <li>• Imagesetting.</li> <li>• Image manipulation.</li> <li>• Color separation using digital methods.</li> </ul>
<b>VICE PRESIDENT OF PRODUCTION</b> 1989 - 1993 Alaska Newspapers, Inc.	Oversaw production, business, acquisitions, assembly of a central production facility and publication of seven weekly newspapers. Designed and produced: <ul style="list-style-type: none"> <li>• Advertising, including some advertising copy writing.</li> <li>• Weekly news pages, and special editions and visitors' guides.</li> <li>• Business material such as cards, letterhead, brochures and forms.</li> <li>• Desktop computer methods.</li> <li>• News writing, editing, proofing and photography.</li> </ul>
<b>PRODUCTION MANAGER/ GRAPHIC DESIGNER</b> 1984 - 1989 Seward Phoenix LOG	General manager, production manager, advertising and layout artist. <ul style="list-style-type: none"> <li>• Managed The Seward Phoenix LOG weekly newspaper.</li> </ul> Designed and produced: <ul style="list-style-type: none"> <li>• Advertising, including some advertising copy writing.</li> <li>• Weekly news pages, special editions and visitors' guides.</li> <li>• Business material such as cards, letterhead, brochures and forms.</li> <li>• Mechanical and desktop computer methods.</li> <li>• News writing, editing, proofing and photography.</li> </ul>

## EDUCATION HIGHLIGHTS

Leadership Choices course in leadership, communication, planning and issue resolution. (2001)

Classes in software, system planning and implementation, problem solving and customer service. (1995-2001)

Journalism workshops and seminars. (1984-1992)

Central Washington University. Graduated with bachelor's degree in fine arts. (1971-1975)

## SOFTWARE SKILLS

**Systems:** Macintosh, Windows.

**Design and prepress software:** InDesign, Illustrator, Photoshop, Dreamweaver, GoLive, Acrobat, QuarkXPress, Freehand, PageMaker, Framemaker, TrapWise, PressWise, Color Central, Media Manager, PrintersWeb, RIPs.

**Database software:** FileMaker Pro, Microsoft SQL Server (1998), MySQL.

**Other software:** Microsoft Office, browsers and whatnot.