



I am a designer and illustrator with over fourteen years of experience providing brand identities, packaging and websites. I possess the skills to both create and inspire design that communicates a clear message. My strong work ethic coupled with the ability to manage multiple projects assures quality work that is completed on time. I am a team player with excellent communication skills and the ability to see the big picture.

PROFESSIONAL EXPERIENCE

CJZ•DESIGN, Bridgewater, Massachusetts

Owner/Designer • 2003-Present

- Freelance graphic design shop delivering corporate identity, marketing collateral, and interactive websites.
- Retouch images and produce illustrations for a wide range of design projects.

TALBOTS, Hingham, Massachusetts

Graphic Production & Imaging Supervisor • 1998-Present

- Manage and execute all aspects of electronic imaging for large, international fashion retailer, including file maintenance and archiving.
- Supervise and execute the electronic prepress of catalog and collateral projects, file transfers and PDF presentations.
- Retouch color images for catalog presentations and print collateral.
- Generate high-resolution halftone images for newspaper advertising.
- Develop various graphics for retail website and captivating Flash banner ads for web advertising.
- Coordinate and delegate fluctuating workflow of graphic production artists to meet goals of creative team.
- Evaluate direct reports via yearly performance reviews.
- Participate in interview process when hiring new graphic production artists.
- Create and maintain job processes and instruction manuals, including those for software systems and technical equipment.
- Recommend and maintain all scanning and digital imaging equipment.
- Trouble-shoot MAC computer issues for graphic production department.
- Develop resources for graphic production supplies.

WEARGUARD, Norwell, Massachusetts

Mac Production Artist • 1995-1997

- Designed and developed catalog and brochure layout for work apparel retailer.
- Retouched and enhanced digital photography to include client branding.
- Prepared artwork for custom embroidered and screenprinted merchandise.

THE ROMAN COMPANY, Randolph, Massachusetts

Graphic Designer • 1994-1995

- Created custom designs for fashion headwear.
- Illustrated and prepared client artwork for custom embroidered headwear.
- Designed and generated sales brochures on a limited budget.

MAC SOFTWARE

Adobe Acrobat • Adobe Dreamweaver • Adobe Flash • Adobe Photoshop • Adobe Illustrator • Adobe InDesign • Microsoft Office • QuarkXpress • HTML

EDUCATION

BRIDGEWATER STATE COLLEGE, Bridgewater, Massachusetts

BFA in Fine Art with a Concentration in Graphic Design • 1992

PORTFOLIO

Available at www.cjzdesign.com