

CURRICULUM VITAE

Personal details:

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Key achievements:

- Actively account managed multiple catalogues from conception to print including all client and photographic/stylist liaison.
- Worked on fast turnaround high profile clients including Barclaycard and MBNA producing Direct Mail.
- High end retouching of digital images using Photoshop.
- Attention to detail recognising the importance of timely delivery.
- Set up a Mac department for a company and taught five other people to use the machines and software.
- Helped to expand another computer department using Mac and PC for a computer marketing company when freelance.

Computer software conversant with: InDesign CS4, Photoshop CS4, Illustrator, QuarkXpress, Word, Safari, Firefox, Acrobat, Excel, Bridge, Toast and Entourage.

Career history:

Freelance September 2007-to date

I am freelancing around the Hampshire and Dorset areas on both long and short contracts. More recently helped produce a 867 page catalogue for an engineering company and a 100 page brochure for a heating company along with other projects.

Project Manager/Graphic Designer/Senior Artworker 1997 – September 07

I was employed with a leading design agency in Christchurch for 10 years specialising in catalogue production where I was responsible for project managing a number of high profile clients including Lakeland Limited and RNLI. I also utilised my experience within in a fast turnaround environment, I also worked on Direct Mail projects.

Key clients include MBNA, Liverpool Victoria and Laithwaites.

- Concurrently project managing multiple catalogues of various sizes.
- I was involved with styling photography within the photographic department.
- A good working relationship with clients.
- Delegation of work within a team environment.
- Client liaison taking projects from initial concept to print.

I was involved in projects including Natural Collection, Sportfish, Cosyfeet, Royal Doulton and RNLI catalogue production and MBNA, Barclaycard, Liverpool Victoria, Thomas Cook to name a few.

I took on the responsibility to be trained as company first aider.

Freelance 1993-1997

I freelanced around the south area with companies from Southampton to Bournemouth including CHS Creative, Carrington Caunter, Ryan EMO, The Concept Company, Riggs and Greenfield Computer Marketing.

CHS Creative

I started with CHS as a freelance graphic designer working on major accounts including Barclaycard producing direct mail and brochures.

Atomic Energy Authority (AEA Technology) Winfrith Graphics Officer April 1993 – July 1994

My responsibilities as a designer involved:

- Advertisement design, brochure layout, business stationery and developing logos.
- Presenting corporate identities in new and creative formats.
- Exhibition panels, signage, slide making and OHP's.
- Client, photographer and printer liaison.
- Took a business French course.

Lawton Advertising – Graphic Designer 1988-1991

As a Graphic Designer I was responsible for:

- Producing recruitment advertisements.
- Concept to design of brochures and packaging.
- Exhibition panels.
- Slide making and typography.

Due to my abilities and my enthusiasm to learn new methods of technology I was selected to set up a Graphics Computer Department (Mac) for the company; which I did successfully and taught five other people to use the machines previously working on drawing boards.

Teleimpact – Graphic Designer 1988

My main role in the company was designing advertisements for Yellow Pages. However, it soon became apparent that I would be unable to reach my true potential with this company, so the position was short lived.

Cassedy Design – Finished Artist 1986-1988

Working on large accounts from both England and abroad I was responsible for projects including:

- Packaging, brochures and leaflets.
- Corporate Identities and promotional literature.

Gunn Graphical Industries – Studio Assistant 1983-1986

This was my first position after leaving college and it provided me with a sound knowledge of

- Production of black and white artwork using traditional methods.
- Creation of artwork to very fine tolerances.
- Film separation.
- Phototypesetting.

After two years with GGI I was promoted to Studio Manager.

Education

Test Valley Comprehensive School 1977-1982

- 3 O'Levels • 7 CSE's

Cricklade College 1982-1983

- BEC National Diploma in Business Studies, 1 year studied.
- RSA Typing stage one – pass.
- English Language O'Level Grade C.

Interests and Activities

I am a keen sailor, enjoy walking, cycling, gardening and go to the gym.

- Date of Birth 14/07/66
- Status: Married
- Nationality: British
- Dependants: None
- Driving Licence: Full