



summary

Graphic/web design professional with extensive software experience using Mac and PC. Relevant work skills include: creative direction, team leadership, production experience in newspaper and magazine design, layout, advertising, prepress, multimedia, websites, logos, brochures, signage, packaging, mapping, advertising specialties and illustration.

about

My career has included graphic positions in many prestigious organizations including **NASA** and **BellSouth Corporation**. I partnered **Commercial Ventures Design Group** to provide web, print, and promotional product design. Most recently, my position as Designer / Art Director at **Tallapoosa Publishers** led to more experience with employee management and workflow, editing, advertising, and multimedia design for web application.

In San Diego, I successfully launched a design agency, **HollisCreative**, and produced web and print products for major accounts including **Better Business Bureau**® yellow pages guides for San Diego, Nebraska and Seattle, as well as branding and development of **GoingTo**® hotel coupon guides.

skills

MAC / WINDOWS	UI Design	MS Word	Digital Photography
Dreamweaver	Photoshop	MS Excel	Illustration / Animation
Flash / ActionScript	InDesign	MS PowerPoint	Fireworks
HTML / CSS	QuarkXPress	Adobe Acrobat	ImageReady

strengths

In addition to my extensive graphic design background, my strong points include:

- Creative, imaginative and results-oriented
- Effective supervisory techniques and management skills
- Advanced knowledge of graphic software
- Excellent follow through and deadline focus
- Strong oral and written communication
- Hardworking and deadline driven

client links



professional experience

Freelance Graphic Designer

HollisCreative.net

Complete production of yellow pages guides nationally for Better Business Bureaus®, including 7,000+ listing formatting, page layout, cover, and inline/display advertising. Responsibilities include design, layout, advertising, prepress and branding/design for Going To® Hotel Coupon Guides. Hires, trains and directs up to five full-time contract employees while maintaining business organization, payroll and bookkeeping. Schedules and plans client meetings and provides excellent customer service while meeting all deadlines.

2000 - Present

San Diego, CA / Atlanta, GA

Graphic Designer / Art Director

Tallapoosa Publishers, Inc.

Primary duties included managing employees that produce advertising design and layout of daily newsprint publications. Conducted prepress checks, managed in-house offset printing, and facilitated monthly magazine production. Created promotions and marketing campaigns that included web design, multimedia and branded promotional items.

2007 - 2009

Alexander City, AL

Graphic Designer

Commercial Ventures

Directed a team of web/print designers to produce websites, banner ads, display advertising, posters, logos, brochures, large format signs/banners, promotional products, illustrations and architectural drawings.

1999 - 2000

Provincetown, MA

Major Accounts Sales Team Support Graphic Artist

BellSouth Advertising and Publishing Corporation (Now AT&T)

Production and management of advertising for major accounts in BellSouth Yellow Pages. Creation of color/black and white ads using original photography, illustrations, logos and text, while consistently meeting optimum quota standards with high quality ratings.

1990 - 1999

Atlanta, GA and Fort Lauderdale, FL

Designer-Illustrator (Engineering Associate III)

NASA, Sverdrup Technology, Inc.

Created illustrations and graphics in a variety of mediums from rough sketches or verbal instructions from clients for use in reports, presentations, and displays. Worked with designers, illustrators, writers and editors to develop effective presentations of complex concepts.

1989 - 1990

Stennis Space Center, MS

education

Mississippi State University

Bachelor of Arts degree

Graphic Design and Photography

San Diego Continuing Education

2000 – 2010

Ongoing Multimedia Education