

## EDUCATION

### MFA Degree

Pratt Institute  
Brooklyn, New York

### BFA Degree

(Cum Laude)  
New York Institute  
of Technology  
Long Island, New York

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## SKILLS

### Mac & PC Platforms (20 years)

#### Hardware:

Systems Administration  
and Repair                      Expert

#### Software:

QuarkXpress	Expert
InDesign	Expert
Photoshop	Expert
Illustrator	Expert
Acrobat	Expert
PowerPoint	Expert
iLife	Expert
MS Office	Intermediate
Dreamweaver	Intermediate
Fireworks	Novice
Flash	Novice
HTML	Novice

## Senior Visual Information Specialist

L-3 Communications (SYColeman), Arlington, VA

Department of Defense (DoD) contractor working for the office of the Chief Information Officer/G-6 (CIO/G-6) of the United States Army stationed at the Pentagon. Design and production of inter-departmental and Congressional "Power Point" briefings, logos, brochures, diagrams, posters, CDs, DVD slideshows, gifts, military coins, white papers and mission branding in general. Coordinated and designed large scale office, conference room and corridor installations, including signage, murals, and public displays. Frequently performed the duty of staff photographer during retirement and promotional ceremonies, special events and "Town Hall" meetings. Other actions include selecting, sorting and organizing thousands of digital images into a cohesive archive for internal use. All CIO/G-6 collateral is designed with special focus on keeping military and civilian personnel informed of the commanding officers' evolving objectives as the Army transforms into a "netcentric" fighting force. 2002–Present

## Design Director/Senior Graphic Designer

IMAS Publishing Group, Falls Church, VA

Managed and supervised design department staff. Served as technical advisor and instructor for all design and production department personnel. Developed custom systems to improve workflow, tracking and filing of jobs. Instituted effective digital archiving procedures. Responsible for activating department's Color Management System (CMS) capabilities and device profiling. Handled advanced photo-retouching. Converted, prepared and optimized files for both print and web publishing. Created corporate graphic standards and color palettes for company publications. Cleaned-up, "verified" and compiled sample books of 800 plus font families. Pre-flighting, Linotronic film image setting, pre-press production and blueline checks were standard procedure on all jobs.

Responsible for overall design, layout and production of seventeen international audio and video trade publications, including "TV Technology", "Pro Audio Review", "Radio World" and "NAB Daily News". Designed direct-mail marketing promotionals, posters, trade show and exhibition displays, conference tabloids, corporate identity collateral and websites. 1999–2001

## Senior Graphic Designer

MacVicar Design & Communications, Shirlington, VA

Served as senior graphic designer. Responsible for creative design solutions in the form of advertisements, corporate identity collateral, logos, brochures, annual reports, newsletters, corporate publications and more. Met with all clientele (see "Client List") to discuss job objectives and parameters. All jobs included formal presentations of three comprehensive design solutions, paper selections, pre-flighting, blueline and press checks.

## CLIENT LIST

### Northern Virginia

Department of Defense  
United Negro College Fund  
Jane's Information Group  
George Washington University  
Arlington County Department  
of Economic Development  
Infectious Diseases Society  
of America  
Washington Symphony  
Orchestra  
FDC Technologies  
The Magazine Group  
Spectrum Design Group  
The Johnson Group  
Tucon Construction  
Feld Design  
MCI

### Copenhagen, Denmark

Adventure World Magazine  
Gouda Travel Insurance  
Public Image  
Dannon, Viking  
Citroën, Renault  
Sopexa, Børsen Books  
Danish Educational Travel  
French Tourist Board  
BBD&O Advertising  
Kilroy Travel  
Olé Boutique

### New York City

Macy's Corporation  
Billboard Magazine  
Readers Digest, NBC TV  
Holt Rinehart & Winston  
Curriculum Concepts  
MacMillan Publishing  
Cardamone Associates  
Sheldon Group  
Worlding Designs  
Rockford Graphics  
Robert Ubell Associates  
Album Graphics  
Scribner Publishing  
W.H. Freeman Publishers  
Dwight Johnson Design  
SST Design Associates  
...Others

Won "Printing and Graphics Communication Association" award for the "Arlington County Department of Economic Development Tour Guide". Project included eleven "spot" colors, an 18 hour press check, city planning diagrams and cartographic line drawings of available commercial properties in Northern Virginia. 1997–1998

### Owner/Director, Graphic Design Studio

CD Graphics, *Copenhagen, Denmark*

Owned and operated independent design studio for eight years overseas. Provided print production services and quality design solutions for wide variety of major international corporations. Client industries included automobiles, advertising, food and beverage, fashion, tourism, machine manufacturing, insurance and publishing (see "Client List"). Granted "Logo 2000" award for "Viking" logo design.

Taught adult education computer graphics classes in the Danish language. Courses included QuarkXpress, Adobe Photoshop and Adobe Illustrator. 1990–1997

### Owner/Director, Graphic Design Studio

CD Graphics, *New York, NY*

Worked as independent professional for many large corporations, publishing houses and design studios (see "Client List"). Provided mechanicals and paste-ups in the form of packaging, textiles, brochures, logos, newsletters, textbooks, advertising, retail sales, annual reports and signage, while using both traditional media and computer technology. Created numerous technical and product illustrations using "Rapido Graph" pens and engineering templates. Produced over thirty drawings for the "Reader Digest: Do-It-Yourself" manual alone. Published several greeting cards for "Worlding Designs". Illustrated two album and tape cassette covers for popular Jazz and Rock groups using the airbrush. Freelanced as portfolio photographer for college students using 4 x 5" Ektachrome film and Graflex camera system. 1982–1990

### Master Printer of Fine Art

Atelier Royce, Ltd., *New York, NY*

Worked as studio manager and pressman in the production of intaglio (etchings/engravings) and silkscreen limited edition prints on hand-made paper. Assisted in the manufacture of pigmented hand-made paper sheets and relief castings. Responsible for job estimations and public relations photography in 4 x 5" and 35 mm formats. Atelier clientele included Paul Jenkins, Larry Rivers, James Rosenquist, François Gilot, Knox Martin and Marisol. 1980–1982

### Other Employment: (*New York and Philadelphia*)

- **Pratt Institute:** student counselor and fine arts instructor in the "Higher Educational Opportunities Program".
- **Guggenheim Museum of Art:** art handler and exhibition installer.
- **Philadelphia Museum of Art:** painting and drawing instructor.
- **Langman Gallery:** assistant exhibition designer and framer.
- **Parish Art Museum:** painting instructor.
- **Duerk's Workshop:** painting and drawing instructor.
- **CW Post College:** visual communications teaching assistant.

### Certification: (*EEl Communications, Alexandria, VA*)

- **Web Design:** Dreamweaver, Flash, Fireworks, HTML