

Don Smith

950 10th Street, Apt D • Huntington Beach, CA 92648
Phone: 424.477.4524 • E-Mail: donsmy@gmail.com

Objective

Creative, multi-talented production artist/designer with extensive experience in print production and design, web design and multimedia. Exceptional organizational and interpersonal skills, with developed written and verbal communication abilities. Highly skilled at client and vendor relationships. Accustomed to performing in deadline-driven environments.

Experience

Freelance Layout/Production Artist/Designer

July 2011 - Present

Layout/Production Artist, currently creating and working with Lava Print Media. Have worked on over 50-plus jobs since July of 2011.

Freelance Graphic Designer/Production Artist

May 1992 – Present

Graphic Designer/Production Artist, working with many diverse accounts. Good communication skills, as I am my own project manager, dealing directly with clients. Have many recurring jobs, including production of all of the South Shore Health & Racquet club's newsletters (1992-1994).

In addition to newsletters, I have worked on many diverse pieces, from B&W magazine ads to multiple spot colors, to CMYK process color jobs of various sizes. Have strong organizational skills, works well with client deadlines.

I've designed the look and feel of a software application used by financial advisors across the U.S. This required working closely with the programers in both the Ukraine and New Zealand.

20 Years of experience on Mac and PC platforms (including OS X and Windows XP), using Quark XPress, Adobe Illustrator, Photoshop, InDesign. Familiar with proper file creation, so files are produced that process properly the first time.

Independant Financial Advisor Torrance, CA

March 2002 – November 2009

I worked as a financial advisor for nearly nine years with Financial Network Investment Corp. My job description was managing the assets of affluent investors. I learned how important customer service is, especially when your managing millions of dollars. During this time I created and presented high end power point presentations leaning on my designer background.

Education

Studies In Theology

Bear Valley Bible Institute, Denver, CO
Major: Bible

February 1982 – July 1985

Digital Arts

Golden West Community College, Huntington Beach, CA
Major: Graphic Design

April 2008 – November 2011

Technical Proficiency

Platforms: Mac OS9/10, Windows XP/Me/2000/Vista

Applications: Adobe Creative Suite CS4 (Photoshop, Illustrator, InDesign, Acrobat), QuarkXpress, MS Office (Word, Excel, Entourage (Mac version of Outlook), Outlook, Power point) iMovie, iWeb, WordPress,