nicole
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Technical Skills

- Print Design/InDesign/Quark (15 years)
- Photography (20 years)
- HTML 4/5 (5 years)
- CSS (5 years)
- Mac OSX (15 years)
- Photoshop (15 years)
- Illustrator (10 years)
- Dreamweaver (5 years)
- PHP (1 year)
- Microsoft Software (25 years)

Experience

Games Workshop North America, Inc., Memphis, TN (2001 – 2014)

Promotions Manager (2009 – 2014)
- Coordinated projects and materials for publications, events, and promotions
- Determined strategy and artistic direction for marketing materials
- Creation of brand standards for the company, events, and campaigns
- Ensured cohesiveness of all materials within Games Workshop's visual identity
- Close collaboration with upper management, colleagues, service vendors, and customers

Design Production Manager (2005 – 2009)
- Managed a creative team composed of graphic designers and photographers
- Trained, coached, and evaluated staff of varying experience
- Held team accountable to adhering to all company brand standards
- Oversaw production management while holding to a strict schedule and quality standards
- Organized, prioritized, and managed multiple projects simultaneously

Design Supervisor (2003 – 2005)
- Created and oversaw concept, design, and production of print and email communications
- Reviewed all materials created by the team to ensure effective communication
- Coordinated print purchasing, contracts, and deadlines with print vendors within budget
- Implemented processes and resources for job organization and scheduling

Graphic Designer (2001 – 2003)
- Developed my graphic design and typography skills for successful communication
- Actively pursued projects to take lead
- Established templates and style guides within design documents
- Photographed and edited photos

Epiphany Lutheran Church, Collierville, TN (2012 – Present)

Communications Director (Part Time)

Environmental Research Services, Matamoras, PA (2001 – Present)

Graphic Design & Web Site Designer and Developer

East Stroudsburg University, East Stroudsburg, PA (2000 – 2001)

Television Studio Network Assistant

Education

Master of Arts in Publication Design (2009)
University of Baltimore, Baltimore, MD
Grade Point Average: 3.9 (out of 4.0)

Bachelor of Science in Media, Communication, and Technology (2001)
East Stroudsburg University, East Stroudsburg, PA
Major Grade Point Average: 3.8 (out of 4.0)

Awards & Honors

Fall 2008	General Manager's Award of Excellence
Spring 2001	Association of Pennsylvania State College Academic Honor Award
August 2001	Magna Cum Laude
Spring 2000	David S. Campbell Scholarship for Academics
1999 – 2001	Academic Dean's List