



J E F F R E Y R E Y

## GRAPHIC DESIGNER

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### OBJECTIVE

To become a member of a creative and innovative team to where I can share ideas that will produce outstanding pieces. In becoming part of the group, I can develop and continue to utilize my education, experience, training and skills.

### SKILLS

- Adobe Creative Suite - Photoshop, Illustrator, & InDesign
- QuarkXpress
- Microsoft Office

### QUALIFICATIONS

Exceptionally well organized; able to prioritize projects, produce quality work, and meet deadlines  
Comfortable speaking directly with clients in person or on the phone  
Educated in design and general fine arts  
Cross platform, MAC and PC  
Languages - English and Spanish

### EXPERIENCE

2004-Current / Palm Beach Media Group  
West Palm Beach, FL

#### ***Production Coordinator***

- Ad traffic multiple magazines for a lifestyle regional magazine publication under tight deadlines
- Administrative responsibilities; faxing, meeting and emailing clients, and making various forms
- Worked on Advertorial sections and the development of ads
- Incorporated a new workflow and system using Microsoft Excel
- Managed and train new interns and employees
- Collaborated on an in-house "new employee" manual

2003 / Tampa Reprographics  
Tampa, FL

#### ***OCE Operator***

- Printed multiple copies of architectural plans in a fast paced, high volume environment
- Book binding
- Knowledgeable on an OCE machine

### FREELANCE

***Brass Monkey Hockey Team*** / Designed Jersey Logo  
***City of Lake Worth*** / Designed St. Patrick's Day festival logo  
***Hospice Hundreds*** / Created t-shirt for the 2005 Hospice Hundreds 5k run  
***Urban X*** / Designed logo  
***Gilda's Club*** / Designed 2004 holiday card

### EDUCATION

2003-2005 / The Art Institute of Fort Lauderdale  
Fort Lauderdale, FL

- Associates of Science Degree in Graphic Design
- Dean's List (4.0 GPA)

2002-2003 / International Academy of Design and Technology  
Tampa, FL

- Transferred to the Art Institute of Fort Lauderdale



REFERENCES & PORTFOLIO ARE AVAILABLE UPON REQUEST