

davi**DK**lotz

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## Skills

Print Design, Web Design, Media Design, Logo Design, Typesetting, Time-management, Quality Control, Customer Relations, Team Leadership

## Tools

Adobe InDesign, Illustrator, Photoshop, Fireworks, Dreamweaver, HTML/CSS, Flash, QuarkXPress and the Microsoft Office Suite

## History

### **Sr. Graphic Designer ★ UHealth ★ Printing & Media Services ★ March 2007 - Present**

- Implementing innovative methods that result in creative solutions for print, web and multimedia designs
- Ensuring accuracy and quality control by proofing, attending press-checks on print jobs as well as streamlining websites for w3c.org and ADA compliance
- Increasing production by preparing files and making half-tones for printing plant
- Assuring high quality output by working with the printing plant and making certain that artwork meets the printer's requirements
- Improving client input by assembling 3D mock-ups to create opportunities for face to face meetings and brainstorming sessions
- Improving overall design with original photos rather than stock imagery by directing photo shoots when needed
- Creating high standards for finished projects by managing a design team and working with production managers to establish production guidelines
- Strengthening client relations by advising them on the best methods to achieve their goals within their budgets

### **Graphic/Web Designer ★ Texas A&M University at Galveston ★ April 2005 - March 2007**

- Established a cohesive trend in print, web and multimedia projects by utilizing brand standards
- Created a unified internet presence by designing and maintaining websites in-house
- Helped achieve standards on the web by serving on the Computing Information Services Committee for Content Management

### **Graphic Designer ★ University of Houston - Clear lake ★ August 2004 - July 2005**

- Updated mailers and ads by increasing attractiveness of Distance Education to the public
- Took on more responsibility with the design direction allowing me to expand my skills

### **Summer Design Intern ★ The Lentz Group ★ Summer Design Intern May 2002 - August 2002**

- Gained valuable knowledge about the industry by attending client meetings and vendor presentations
- Acquired design experience by designing covers for presentation binders

## Education

### **August 2003 - 2004 ★ University of Houston - Clear Lake ★ B.A. in Applied Design & Visual Arts**

- Took courses in layout, photography/video/editing, Adobe Creative Suite, QuarkXPress

### **August 2000 - 2003 ★ University of Houston ★ Graphic Communications**

- Learned the hands-on skills of graphic design, photography and digital imaging