

## Professional Summary:

30 years of offset and digital print production, including layout, file preparation, pre-flight, pre-press and photo correction.  
15+ years of digital and print design, including packaging design, corporate collateral, trade show booths, and websites.  
20+ years of web media, video, and sound production, including social media images, online advertising and corporate instructional and profile videos.  
20+ years of internal network management, troubleshooting, hardware and software maintenance and support.  
30 years of being the go-to guy when something HAS to get done, even if I've never done it before.

## Software:

Adobe Creative Cloud (with strong focus on Photoshop, Illustrator, InDesign, Premiere Pro and Dreamweaver),  
Carrara 3D, Microsoft Office, FileMaker, WordPress; proficient on both Macintosh & Windows platforms.

## Related Experience:

### Design & Marketing Specialist

**January 2019 - Present**

Boston Conveyor & Automation, Newburyport, MA

- Collaborate with team members, including sales, management and engineering, to create and implement a strong and competitive marketing strategy for the company.
- Design and conceptualization of print and digital marketing materials; oversee production of printed materials.
- Daily photography and complete production of marketing videos including concept, filming, editing and post-production.
- Initial creation and upkeep of all content for company social media sites.
- Management of trade show appearances, including coordination with vendors and design of materials.

### Graphic Designer

**April 2014 - January 2019**

Print Graphics, Inc., Wakefield, MA

- Design client projects, manage project, and interface with client; from inception to completion, including production of printed materials.
- Design of company self-promotion material.
- Maintain and modify multiple company websites.
- Maintain and process orders from client website portals.

### Packaging Designer (contract position)

**February 2014 - April 2014**

PetEdge, Beverly, MA

- Design and layout of PetEdge brands product packaging.

### Production Manager/Artist

**November 1994 - December 2013**

Weiss Associates, Inc., Wilmington, MA

- Project scheduling, client and vendor contact during all points of a project.
- Final preparation of files for output to film, on screen or other imaging, including digital photo correction.
- Layout and design of print projects, specializing in retail packaging.
- Creation and design of multimedia projects, including web sites, animation and video production.

## Related Experience: (continued)

### **Graphic Designer/Producer** (consulting position)

**June 2012 - present**

Brown Sugar by the Sea, Newburyport, MA

- Design and production of all print collateral as well as promotional items (t-shirts, advertisements, etc.).

### **Computer Graphics Specialist**

**June 1994 - November, 1994**

Aquent, Cambridge, MA

- Serving as a temporary employee at a variety of businesses.

### **Ad Designer**

**September 1992 - May, 1994**

The News of Orange County, Hillsborough, NC

- Design of in-house created advertisements and typesetting and editing of all non-staff written copy.

## Additional Experience

### **Adjunct Faculty**

**January 2000 - January 2001**

Northern Essex Community College, Haverhill, MA

- Instructor for credited classes for the following subjects: Advanced Publication Design.

### **Adjunct Faculty**

**September 1997 - December 1999**

NH Community Technical College, Stratham, NH

- Instructor for credited classes for the following subjects: Photoshop, FreeHand, Web Site Design.

### **Front of House and Bar Manager**

**June 2012 - January 2019**

Brown Sugar by the Sea, Newburyport, MA

- Manage front of house staff, customer service, front and back of the house liaison.
- Ordering and inventorying of all bar related products.

## Education:

**University of Massachusetts**, Amherst, MA

Bachelor of Arts, Journalism received **May 1991**

**Connecticut School of Broadcasting**, Farmington, CT

Certificate program - completed **February 1992**