
professional experience

honey-can-do international, Berkeley, IL 60163

senior art director: February 2008 to present

- Develop and implement marketing strategies and execute marketing materials for the company, including all printed pieces, trade show set up and signage and website design and maintenance.
- Design and execute packaging for entire line of private label brand including over 200 retail items. Create and supervise the execution of all packaged goods in coordination with China printers. Implement and execute photo shoots to ensure brand standards.
- Manages communication and print needs and specifications for large retail clients including Target and Lowes.
- Acts as company Brand Manager monitoring product choices and designs. Creates designs for fabric pieces. Researches and develops new products to add to the line and monitors implementation with China office.
- Hire, interview and manage company interns. Responsible for setting goals and day-to-day progress.
- Develop and implement internal processes for Marketing and Creative design departments.

HAVI Global Solutions, Downers Grove, IL 60515

senior art director: April 2007 to January 2008

- Develop and implement internal processes for brand new internal Design Studio.
- Facilitate internal meetings with Executive Management and solicit new projects to promote internal Studio.
- Responsible for project management of internal communications from concept to completion.

ULTA Inc., Romeoville, IL 60464

senior art director: May 2005 to January 2007

- Managed staff Graphic Designer. Responsible for setting goals, writing reviews and day-to-day progress of staff member. Assigns projects and gives art direction. Responsible for project management and design concepts of Point of Sale signing for ULTA retail stores.
- Develops packaging design for ULTA brand products. Works with Brand Manager to create packaging based on product specifications. Art directs staff Graphic Designer for packaging layout and design.
- Manages weekly sign projects through stages of creative development and production. Responsible for project management and design concepts of direct mail pieces for ULTA. Coordinates and organizes sign requests and needs from business partners within the buying teams and Visual Merchandising team.

SEARS Roebuck and Company, Hoffman Estates, IL 60179

visual merchandising manager/ go to market manager: September 2003 to May 2005

- Responsible for creation of improved processes for project management and development of corporate store set communications publication.
- Responsible for project management of storewide and licensed business jobs from concept to completion. Monitored project budgets totaling millions of dollars.
- Acted as liaison between Merchandising team, Creative/Production teams and Marketing team for signing creation and implementation.

graphic designer / traffic manager: September 2000 to September 2003

- Worked on design projects from conception to completion.
- Maintained and monitored an average of 20 jobs per week.
- Worked as traffic manager for the design department, trafficking jobs through department to designers.

education

- BACHELOR OF ARTS, cum laude, Valparaiso University

design and desktop publishing software

- Adobe InDesign • Adobe PhotoShop • Adobe Illustrator • Quark XPress • Adobe Flash & Dreamweaver

word processing and job management software

- Microsoft Excel • Microsoft Word • Microsoft PowerPoint • Adobe Acrobat Pro & Distiller
- Entourage • Outlook • Lotus Notes • Fetch • Stuffit • Zip