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## Production Artist Resume

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### Job Objective

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Seeking employment as a Production Artist.

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### Highlights of Qualifications:

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- Substantial experience in designing and preparing files for production
  - Immense knowledge electronic communication mediums
  - Thorough knowledge of printing techniques and processes
  - Ability to monitor multiple projects and prioritize work accordingly
  - Ability to translate various specifications into production
  - Familiarity of multiple formats for production process
  - Excellent project, archiving, and file management skills
  - Proficient with Adobe Creative Suite (InDesign, Photoshop, Illustrator)
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### Professional Experience:

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Production Artist  
Duck Duck Moose, Inc., Oshtemo, MI  
August 2012 – Present

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### Responsibilities:

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- Developed graphic designs through print and email marketing projects.
- Evaluated projects and ensure timely production for same.
- Collected feedback and implemented creative process accordingly.
- Coordinated with external vendors for production activities.
- Evaluated press materials and analysed blue line drawings and electronic files.
- Performed quality assurance checks and ensured completion within timeframe.

Production Artist  
The Active Network, Inc, Oshtemo, MI  
May 2009 – July 2012

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### Responsibilities:

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- Coordinated with graphic designers and monitored packaging of materials.
  - Prepared layout for production activities and documented it as per style.
  - Implemented and if required incorporated multi language translations into packaging.
  - Prepared representations as per brand guidelines.
  - Implemented templates for various small and large scale projects.
  - Evaluated digital and printer proofs and ensured accuracy of work.
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### Education:

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Bachelor's Degree in Graphic Design  
Central Arizona College, Coolidge, AZ

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