

**Graphic Designer / Marketing Manager seeking opportunity with goal oriented company**

- **15 years graphic design experience**
- **Management and leadership skills**
- **Experience in coordinating efforts for multiple locations**
- **Organized, focused, precise and agile**

## **EXPERIENCE**

### **LEGEND RETAIL GROUP - July 2010 - Present**

Marketing / Graphic Design / IT

- Prepare marketing materials for 14 brokers including virtual tours, e-brochures and social networks
- Design all print materials including proposals, brochures, tour books and presentations
- Maintain servers, printers and phones as well as solving all system and networking issues
- Collaborate to improve marketing efforts with other real estate partners on a National level

### **MR. BIGGS / FAT CITY ENTERTAINMENT - January 2005 - January 2010**

Sales and Marketing Manager / Assistant General Manager / Graphic Designer

- Manipulated and polished online, print and viral marketing for 3 locations
- Designed and executed all on and off site marketing promotions
- Reorganized and mentored sales department ensuring accomplishment of sales goals
- Produced all in-house print collateral, radio and television advertising
- Developed strategic partnerships with radio, television and print sponsors

### **COLDWELL BANKER COMMERCIAL - August 2002 - January 2005**

Marketing Executive / Senior Graphic Designer

- Directed and designed all advertising and marketing media for 40 in house brokers
- Responsible for all property proposals, presentations, press releases and website updates

### **TRAMMELL CROW COMPANY - October 1997 - August 2002**

Graphic Designer

- Created various layouts and designs (brochures, proposals, ads, signage) for 120+ clients
- Built complete marketing packages and design templates for other TCC offices

### **TANGRAM DESIGN - May 1997 - August 1997**

Graphic Design Internship

- Designed variety of logos, posters and ads for assigned clientele
- Generated creative projects from initial concept to final press check

## **TALENTS / PROFICIENCIES / CAPABILITIES**

Proficient in Windows and Macintosh OS, Adobe Suite, Microsoft Office, iWork and online media  
Freelance creator of websites / brochures / postcards / magazine ads / logos / corporate identities

## **EDUCATION**

Associates Degree in Graphic Design - The Art Institute of Colorado