Thomas M. Cantrell

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Blacklick, Ohio 43004
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Education

Columbus State Community College

Graphic Communications

Associate Degree

Spring 2002

Portfolio Sample

Large Format Poster - Client

Related Experience

Freelance/Positive One Design

Graphic Design

Columbus, Ohio

Oct. 2006 - Present

- Design and implement marketing materials
- Create new websites and update live sites per customer requests
- Meet with clients to get their input regarding the design necessities (i.e. layout, colors, fonts and size)
- Research improved methods of designing websites and keeping up with current design trends
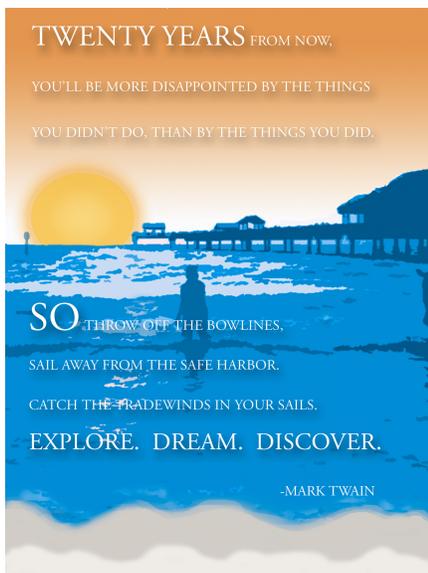
Key Companies Inc.

Graphic/Production Design

Columbus, Ohio

Feb. 2001 - Oct. 2006

- Discussed with customers their needs for final output, often creating on-the-spot sketches according to their design ideas
- From the sketches, created the artwork using one or a combination of design programs
- Upon customer approval, printed the final artwork using one of many methods:
  in-house large format printer
  small format laser printer

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Related Experience cont.

High speed black and white printer
Or sent the artwork to a vendor
- Informed the post production workers of any finishing services necessary to complete the job
- Inspected the final piece for any errors, billed the customer and packaged the job for delivery

ShadeTree Canopies

Customer Service Representative

Columbus, Ohio

Feb. 1999 - Aug. 1999

- Assisted engineers with specific issues customers would have about canopy installation to their deck
- Consulted directly with customers regarding product information and canopy placement
- Using Microsoft Excel, placed customer specifications into the computer and corrected order information

Software Knowledge

Proficient on Mac and PC

Photoshop CS

Illustrator CS

Dreamweaver MX

Flash MX

Fireworks MX

Freehand 10

QuarkXPress 6.0

Indesign CS

Corel Draw

Adobe Acrobat

Microsoft Office

Portfolio Sample

Pepe's Cantina

Logo - Midterm Project