



### summary ::

- Twelve years graphic design experience
- Seven years website design experience
- Management experience in various work environments
- Conceived, customized, completed client projects, within strict production timeline
- Resolved client needs within product-based constraints
- Ability to communicate well with all levels of personnel and clients

### skills ::

- Adobe: Photoshop, Illustrator, Dreamweaver, Acrobat, InDesign, Flash
- Microsoft: Word, Excel
- Web Development: HTML, CSS, Javascript, PHP, Search Engine Optimization
- Other: Freehand, Corel Draw, QuarkXPress, Cross-Platform Experience

### education ::

- Rochester Institute of Technology, Rochester, NY
- B.F.A. in Graphic Design, May 2001

### experience ::

#### **CGI Communications, Rochester, NY**

##### **Art Department Manager: January 2012—Present**

- Actively participated in management planning meetings
- Discussed and solved issues affecting work flow
- Brought problems and potential solutions to senior management
- Designed and instituted new procedures to improve departmental effectiveness
- Recruitment and staff development of artists
- Oversaw daily duties performed by artists and approved work product
- Resolved internal and external conflicts

##### **Senior Graphic Artist: May 2009—January 2012**

- Assigned tasks to junior artists and oversaw project completion, guaranteeing maximum quality control in fast paced production environment
- Participated in interviewing prospective artists, developed screening process
- Trained new hires
- Set up and maintained domain names, ftp and hosting accounts for clients
- Worked directly with clients nationwide building long-term client relationships ensuring their total satisfaction with the finished product

##### **Graphic Artist: June 2006—May 2009**

- Website design, online customer profiles, online interfaces
- Logo design and recreation, banners, brochures, business cards, new product logos

#### **Burgundy Basin Inn, Pittsford, NY**

##### **November 2001—March 2004**

- Managed a staff of over 50 servers and oversaw parties of up to 500 people
- Implemented new hire training program
- Created weekly staff schedule, providing sufficient shift coverage
- Resolved customer complaints in a professional, timely, and courteous manner

### freelance graphic design ::

#### **February 2000—Present**

- Complete list available online: [www.brandyfetznr.com](http://www.brandyfetznr.com)