

Marion Fisher

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<http://www.elefontdesigns.com/portfolio.htm>

CAREER OBJECTIVE

I am seeking a position that offers a variety of responsibilities and challenges in the areas of print production and design, marketing and project management.

EMPLOYMENT HISTORY

Production/Graphic Designer:

Label Concepts, Inc. - Dublin, California (Feb 2009 to present)

- Preflight files for print.
- Design, edit and format new or existing materials for clients.
- Layout and design of all internal and promotional corporate materials.

Customer Service Representative:

Signature Label - Dublin, California (Mar 2008 to Feb 2009)

- Establish new or repeat label orders with customers.
- Develop and manage multiple projects for a variety of clients.
- Prepare and implement project schedules to maintain the highest level of quality.

Graphic and Web Design/Small Business Owner:

Consulting - Northern California (Apr 2002 to June 2005 & May 2006 to Mar 2008)

- Work closely with clients and small businesses to develop and maintain new areas of web and print media. This includes solutions, concepts, design, research, content editing/formatting, site promotion, etc.
- Ascertain the best return on investment and value for the client's budget.
- Manage multiple projects, tight deadlines, vendors and independent contractors.
- Successful in building the administrative, executive and technical aspects of a small business.

Project Management/Designer:

Agape France - France (Apr 2001 to Apr 2002)

- Establish marketing media, concepts and content editing/formatting for the management team and the director.
- Layout and design of all corporate media, miscellaneous promotional media and multi-media presentations as needed.

Web/Graphic Design:

BioGenex Laboratories, Inc. - San Ramon, California (May 2000 to Apr 2001)

- Work with Marketing and IT in designing, developing and managing the corporate website.
- Layout and design of print and electronic media including brochures, catalogues, presentations and promotional merchandise.

Account Manager:

GA Communications Inc. - Livermore, California (Mar 1997 to Apr 2000)

- Coordinate with Safeway Inc. in the development of internal and external web sites, multi-media presentations and assorted promotional and point of sale media.
- Develop and manage multiple projects for a variety of accounts and projects.
- Prepare and implement project schedules to maintain the highest level of quality and cost effectiveness.

Graphic Design:

Canada Safeway/I.M.H. Concepts - Calgary, Alberta (Jun 1995 to Mar 1997)

- Layout and design of the corporate flyer and specialty newspaper ads on a weekly basis.
- Produce special event and grand opening flyers and wraps for individual markets.
- Miscellaneous promotional and point of sale media designed on a demand basis.
- Problem solve and follow-up of customer complaints in connection to flyer and coupon book distribution.
- Coordinate correction notices in the form of in-store signage and newspaper ads.

EDUCATION

Chabot College, Hayward, CA

Macromedia Flash I, San Ramon, CA

Macromedia Flash II, San Ramon, CA

Alberta Vocational College, Calgary, AB

Corel Draw 3.0, Calgary, AB

SOFTWARE EXPERIENCE

Macintosh and PC

CS4 (Flash, DreamWeaver, Fireworks, Adobe Photoshop, Adobe Illustrator, Adobe Acrobat, Adobe Indesign), Quark Xpress, Corel Draw, Page Maker, Freehand, Microsoft Office (Word, PowerPoint, Excel, Entourage), and more.

REFERENCES - Available upon request.