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## KIKI CARR

phone 404.406.8281  
email designwiz@hellokiki.com  
address 251 Tye Street  
Atlanta, GA 30316

**ATTENTION:** Creative Hiring Manager

I am an experienced, creative graphic designer, and I'd like to be considered for a position with you.

I have many years of experience designing for print and screen. In addition to my *expert*-level skills in Photoshop, Illustrator and Quark, I am highly experienced with InDesign, Flash, Dreamweaver, ImageReady, as well as with databases, spreadsheets & Mac networking.

However what really sets me apart is my dedication to both creativity and communication. I believe that design should serve its strategic purpose clearly and powerfully, and I believe that creativity and imagination makes this possible.

As a worker, I am dedicated. I like seeing projects through, from twinkle-in-the-eye to bitter end, and I enjoy solving problems. I've managed projects from budgeting, quoting, print-buying, client interaction, strategic development, design, printing, leveraging to other media, and even distribution and installation. From years of freelancing, I've learned great organizational habits, and can easily juggle multiple projects. (At my latest fulltime job, I typically had 10-20 ongoing projects that I tracked using a database I'd customized.)

As a team-member, I believe that genuine respect for the knowledge and opinions of others (especially for clients), as well as clear and direct communication, are the foundations of great teamwork. In other words, I'm no diva, but I do think things through and can back up my opinions. This shows in my positive response to feedback and direction, in my supportive attitude towards others.

To summarize, you should consider me for this position because (of):

- my serious expertise in Photoshop, Illustrator, Quark (among others)
- my commitment to both creativity and effective communication
- my strong ethic of responsibility, detailed organization and my ability to multi-task
- I'm easy to work with, have an adaptable, cooperative workstyle, and a good attitude

Please browse a few samples of my work at <http://www.hellokiki.com>. And feel free to call or email me if you have any further questions. Thanks for your time and attention.

Sincerely,

Kiki Carr

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**in brief** senior graphic designer + adobe wiz

## skills

**core competencies** Adobe Creative Suite (Photoshop, Illustrator, InDesign, Acrobat), Quark, MS Office Suite, FileMaker Pro, Flash, Dreamweaver, OS X and 9, font management, networking & troubleshooting

**production** design for 2-6 color printing (digital, litho/offset, screenprint, flexo), synthetic and paper stocks, 3-D display design, press checks

**print + web design** publication + master page design, nested style sheets, complex pathing, sophisticated photo illustration, color correction and photo retouching interface, site design, web graphics, Flash + gif animations

**project management** freelancer supervision, print-buying, project tracking, budgeting, vendor relationships, financial/management reports, client handholding

## experience

**graphic designer** **freelance** [Atlanta] — clients include Tailfin Marketing Communications, Corporate Psychology Resources, Origen Partners, Web Connect, and others  
March 2006 – present

**graphic designer** **RaceTrac Petroleum** — *Southeastern convenience store chain* [Atlanta]  
April 2004 – March 2006  
23 months  
Produced a wide variety of P.O.P signage and print-ready art for screenprint, digital, litho and flexo printing, directed marketing strategy, wrote copy, made Flash animations, directed photo shoots, managed 15+ projects weekly

**media designer** **The Stop AIDS Project** — *fundraising and education group* [San Francisco]  
6 months  
directed media buying, budgeting and scheduling, produced high-quality specialty pieces (annual report, invitations, etc.), high-impact 4-color postcards

**graphic designer** **The Kenwood Group** — *creative agency / production company* [San Francisco]  
**Mac network support**  
1.5 years  
professional corporate-level design work in print and digital media, producing collateral for clients including Sony, Seagate and Sun Microsystems, graphic support for trade shows & events, web & new media, broadcast video, maintenance and upgrading of a Mac/PC network of 30+ computers

**graphic designer** **Damron Company** — *international travel guide publisher* [San Francisco]  
**Mac network support**  
6 years  
design of master pages and layout of books of up to 800 pages, including 6-color covers, 4-color sections, database interface using XData, as well as print and digital ads, promotional materials and website

## education

**Journalism Major** University of Georgia, 1993. Minor in Contemporary Arts and Culture.

Extension Courses Flash, Dreamweaver, CSS, After Effects, Final Cut Pro, Spanish