

**Audrey K Jones**  
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I am a highly motivated creative professional with 20+ years in graphic art production. My background includes design from concept to final art, as well as print production and prepress work. I'm experienced in preparing files for digital, offset/web printing, flexographic (packaging) and large format digital print. I love what I do and I enjoy taking the initiative, with the ability to quickly make meaningful contributions. Switching gears to meet aggressive deadlines, while handling longer term deliverables is no problem. I'm a people person, who enjoys being part of a team, but also works well with minimum supervision to meet objectives.

#### **TRANSFERABLE SKILLS**

Excellent People Skills  
Efficient in 'Big Picture' and 'Detail' Modes  
Customer Service & Vendor Relationships  
Anticipates Changes & Challenges  
Strong Organizational Skills  
Guided by Traditional Values, Honesty & Integrity

#### **EXPERTISE**

Design / Layout / Production  
Image & Print Color Management  
Photographic Art Design & Direction  
Manage Multi-Faceted Projects  
Print Buyer & Press Checks  
Quality Control / Proofing / Pre-Flight

#### **PROFESSIONAL EXPERIENCE**

**Creative Circle 2015 - to Present** | Design/Production Artist in the DART Marketing Dept.

**Print Tyme Printing & Graphics 2010 – to Present** | Preflight/fix customers' file issues. Layout & production art, prepress, imposition (set-up & optimize press sheets). Graphic design on current website, created moving Gifs & support art: [www.printtyme.com](http://www.printtyme.com)

**The Garland Messenger 2010 – 2013** | Design & layout on 20 page monthly newspaper including building ads, processing articles & photos for newsprint.

**The Irving Journal (TIJ) 2006 – 2010** | Layout on 24 page bi-weekly newspaper including ad design. The second year, I redesigned the look and flow of paper which then won the *U.S. Small Business Award* for "most improved newspaper". In 2008, I redesigned the 24 page format, to include 4 pages of color, bringing in premium ad revenue, and 4 pages of color for the Irving Chamber of Commerce.

**Irving Chamber of Commerce, Business Focus 2008 – 2010** | Worked directly with the chamber to design & layout new 4/C, 4-pager for insertion in *The Irving Journal*.

**WSM Advertising & PR, Carrollton, TX – Senior Artist/Print Manager 1999 – 2006** | Provided all inclusive turn-key design & layout including photo retouch & collages, print production on weekly ads, newspaper inserts, direct mailers, postcards, billboards and large format signage for Thomasville by Baker's Furniture (5 stores), Service King Collision Centers (16 Stores) & various other clients. Evaluated hundreds of images yearly for quality, color, retouching; converting for print, web or TV commercials.

**Print Manager:** Obtained quotes, developed new vendors, conducted press checks. I took the initiative to create & maintain spreadsheets of vendors' info, print specs, print samples & pricing. Also started & maintained customers' print sample morgue.

**Quality Control:** Pre-flight files to prevent mistakes before publishing/printing. Created client archives of digital files.

**Large Format Printing:** Brought new 44" Epson with RIP online, beta testing RIP software. Worked directly with software company on their first Mac version for anomalies which were then corrected in the software. Managed paper & ink supplies. Printed, trimmed & shipped hi-end photography orders for Sun to Moon Photographic Gallery, Chili's, Macaroni Grill & others. Designed & printed large format paper window signage & backlight Duratrans for each of 5 Thomasville stores across the DFW Metroplex.

**Also assisted team on several websites** with support graphics & moving gifs, managing ongoing content changes.

**Assisted marketing team on new business presentations**, developing an Epson book template, with a spine cover that could be personalized per client/presentation. Produced presentations, booklets and large signage for pitches.

**Flexible/Carton Packaging – Senior Production Artist (10 years)** | Layout & production for flexible packaging. Clients Include Frito Lay, Pepsi Co., Earth Grains, Mrs. Baird's, Del Monte, Oak Farms. Also managed Owens Corning "In The Pink" insulation line, keeping track of all changes, disclaimers & printer specs per product line. Structural design on custom inner & outer cartons & POP displays, Projects included cosmetic & specialty products. Produced Die Vinyls and mock-ups for photo shoots.

#### **EDUCATION**

Dallas Community Colleges Continued ongoing education keeping up with industry developments

#### **TECHNICAL EXPERTISE**

Adobe Creative Cloud (Expert Level): InDesign, Photoshop, Illustrator, Acrobat, and QuarkXPress.

Strong on both Mac & PC platforms, MS Office Apps, Typographic Composition, experienced with large format HP & Epson printers with a RIP, PitStop Rip Software.