

Donna Murray
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**Experienced Production Artist with expertise in
working closely with designers and art directors to execute designs**

Highlights:

- Experienced Production Artist with expertise in print and web design
- Skilled in utilizing pre-press production knowledge and design training for creativity and design, and using art software to tailor specific needs
- Experienced in working directly with clients, designers and art directors to ensure projects are completed under deadlines
- Recognized for exceeding expectations when preparing ads for Toronto Star, Toronto Sun and New Homes & Condos magazine
- Excellent communication and interpersonal skills with experience in compiling statistics for reports and trouble-shooting for solutions

Technical skills

- Adobe Creative Suite, InDesign, Illustrator, Photoshop, Dreamweaver and Flash, QuarkXpress, Painter, PowerPoint, Microsoft Office and Cadmover
- Advanced social media and computer skills with ability to learn customized databases for records management and documentation
- Core competencies: accountability, teamwork, time management, problem-solving, innovative thinking and organizational skills
- Dedicated to diversity inclusion, client confidentiality and achieving targets

Experience:

Freelance Production Artist 2010 – 2015

Independent Contracts, Toronto

- Including Kostuch Media, LA Ads, Pilates Patio and No Place Like Home Catsitting

Freelance Web Production Artist 2009 – 2010

Creative Solutions Canada, Toronto

- Contracted project to add products to existing websites

Freelance Web Production Artist 2009 – 2010

Palmerston Area Residents Association, Toronto

- Contracted project to update website using Wordpress

Experience Continued:

Production Artist

1998 – 2008

G. Ryan Design, Marketing and Advertising, Toronto
www.ryan-design.com

- Produced wide range of real estate art work including floor plan displays, site plans, price lists, feature lists, legal documents, key maps and floor plans
- Used Photoshop and Painter to render backgrounds for site plans to be used in display table, to close crop pictures and update existing files
- Successfully collaborated with clients to ensure product targets were achieved
- Used Quark, InDesign, Illustrator and Freehand to interpret and prepare designer files For print production and output to lambda
- Prepared mock-ups, assisted clients/staff in retrieving files using archiving system Retrospect and used Cadmover to convert architect files to Illustrator format

Production Artist

1995 – 1998

Young Flexographic Ltd., Toronto

- Provided print production using Quark, Illustrator, Photoshop, Corel Draw and Freehand to produce artwork from samples
- Prepared files for output to film, for use in production of boxes and bags
- Scanned materials on flatbed scanner for print production

Production Artist

1994 – 1995

Four L Graphics, Toronto

- Provided production to designers by using Photoshop to close crop pictures
- Used Quark, Illustrator, PageMaker, Photoshop and Freehand for various print publications and scanned materials on flatbed scanner

Education and Professional Development:

- Centre for Education and Training, Toronto, 2015
Professional Development and online learning

- George Brown College, Toronto
Graphic Design Technician Diploma

- George Brown College, Toronto
Continuing Education courses: Web Design, Desktop Publishing

References Available Upon Request