

Michael E. Vera

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MIKE VERA

CONCEPT.DESIGN.ILLUSTRATE | MVERA@STUDIO13DESIGN.COM | 915.820.5874



Skills & Abilities

- Highly knowledgeable in both Mac and PC platforms.
- Working knowledge of Adobe Creative Suite, QuarkXpress, Dreamweaver, Flash and Microsoft Office Suite.
- Knowledgeable of both print and web processes.
- Efficient and accurate print production skills.
- Professional production skills for comps and displays.
- Strong illustrative capabilities.
- Valuable written and verbal skills.
- Ability to work effectively within a team atmosphere.
- Capable of multi-tasking at an efficient level.

Education

Glendale Community College

Glendale, AZ.

January 2003 to July 2004

General Studies

The Art Institute of Phoenix

Phoenix, AZ.

March 2007

Bachelor of Arts in Graphic Design

Work Experience

Arvizu Advertising & Promotions

Phoenix, AZ.

Graphic Designer

March 2009 to June 2009

Responsibilities:

- Concept and design print advertisements and campaigns.
- Produce graphic layouts for various client projects.
- Design collateral for upcoming promotions and publications.
- Provide conceptual materials for client presentations.
- Prepare files to spec for print and web.

Vertis Communications

Phoenix, AZ.

Production Artist

April 2007 to March 2009

Responsibilities:

- Produce premedia layouts for major advertising account.
- Proofread and adjust post layout construction of publication.
- Creatively enhance layouts for client approval.
- Provide design support for retail marketing department.
- Preflight and prepare images for use in print publications.

Impress

Print & Document Services

Phoenix, AZ.

Graphic Designer

August 2006 to January 2007

Responsibilities:

- Produce design collateral according to customer needs.
- Provide design solutions for new customers.
- Digital file preparation for output.
- Design and production of minor store collateral.
- Assist in assembly of print related jobs.