

Objective

Self-motivated, creative, hard-working and experienced Graphic Designer seeking work to utilize love of creativity and knowledge of digital & print design. Will always provide high-quality designs and superior client care. A satisfied client is always the end result.

Experience

Lauren Ortopan | Graphic Design

Freelance Graphic Designer
January 2012 – Present

Works with a variety of clients. Responsible for concept to execution of all design projects. Works directly with each client from concept to production. Always meets required deadlines and works hard to incorporate all feedback and requests. Everything is designed and customized to meet the needs of each unique project.

Haines & Company

Graphic Designer – Static & Variable Data Printing
February 2007 – November 2014

Designed a wide-range of print materials including; postcards, brochures, self-mailers, letterheads, advertisements, billboards, and more. Also designed many websites & logos. Was responsible for designing, adoring and uploading jobs for variable print, was trained on XMPie software thru Xerox.

ECRM

Graphic & Web Designer
November 2005 – November 2006

Designed various company logos, letterhead and business cards. Designed various websites, print collateral, and demos of applications and websites that the software engineers would then program and make fully functional.

Arnold Design Group

Graphic Designer
June 2005 – November 2005

Designed logos, letterheads, self-mailers and product packaging. Helped with multimedia design for local clients. Designed booth layouts for tradeshow.

Powergraphics

Graphic Designer
September 2004 – June 2005

Company specialized in business cards. Designed business cards and helped business operations run smoothly, ie: kept everything organized, helped with answering phones, and corresponded with customers to ensure full satisfaction.

JCPenney

Sales Associate
June 1999 - September 2004

A dependable and highly knowledgeable sales associate in the men's department for over 5 years, maintained excellent customer service & interpersonal skills, and had a proven record as a top sales performer.

Education

The University of Akron, Bachelor of Fine Arts in Graphic Design

Dean's List: Spring 2001 – Spring 2005, all semesters
Graduation: Spring 2005
Final GPA: 3.429, Cum Laude



Lauren Ortopan

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Expertise

Print Design • Pre-Press Prep
Corporate & Small Business
Design • Direct Mail • Digital
Media • Corporate Branding

- Variable Data Printing
- Typography • Creative
Thinking • Database
Knowledge • Postal
Regulations •
Communication &
Interpersonal Skills

Software

Proficient with Windows
and Macintosh OS
Environments

Adobe Creative Suite
Microsoft Word &
Powerpoint