

Debra Frymet

1107 Overlook Lane, Carver MN 55315
952-679-4568 • Mobile: 952-393-4638 • E-mail: deb.frymet@comcast.net

Objective

Seeking a position where I can utilize my skills in graphic and creative design, customer service and my ability to work as a cooperative team player to help a company succeed.

Summary of Skills and Qualifications

- Adobe Illustrator
- Adobe InDesign
- Adobe Photoshop
- QuickBooks
- Customer Service
- Knowledge of type and type fonts
- Strong Work Ethic
- Communication Skills
- Detail-Oriented
- Well Organized
- Learn Quickly
- Ability to listen and take direction
- Proficient in a Mac platform, but have a working knowledge of PC
- Work Under Pressure

Work Experience

D2 Digitizing Inc.

2002-April 2015

Owner

- Owned and operated successful embroidery digitizing business
- Started company from the ground up, creating the company logo, all business related forms, flyers and brochures
- Recreated and vectorized logos submitted by customers, using Adobe Illustrator, to a format able to be digitized for industrial embroidery machines
- Serviced 70 clients across the country from California to New York
- Established and maintained a loyal customer base by working with clients to coordinate and obtain all order information and create visual solutions to any art issues through excellent customer service
- Enhanced or edited logos upon request to conform to embroidery industry standards
- Prepared quotes upon request for new embroidery projects
- Managed multiple projects prioritizing and completing orders under tight deadlines
- Invoiced and managed payroll using QuickBooks

Up North Trading/Digital Stitch & Design

Graphic Artist

- Instrumental in taking the company from manually creating artwork to computer generated artwork, cutting production time for better cost efficiency
- Created Brochures, Postcards, Flyers for the Apparel Embroidery business
- Generated new designs for wearables according to company branding and standards
- Actively participated with the sales team to create new concepts and ideas for resort wear and embroidery designs
- Compiled and maintained all merchandise catalogs and style sheets for sales personnel

Work experience (cont.)

Starbird Inc.

Art Director

- Managed a team of 9 artists
- Responsible for overseeing artists work flow and assigning projects
- Worked closely with customers to ensure orders were completed correctly and on schedule
- Created employee manuals and trained all new artists
- Used drafting tools to enhance logos for embroidery production
- Developed new artwork and concepts for stock design catalogue

Salkin & Linoff Inc.

Assistant Advertising Director/Buyers Assistant

- Assisted buyer in order entry and merchandising for a store division in nationwide retail home office
- Devised a sales tool for buyer by sketching new merchandise and organizing into booklet form
- Promoted to Assistant Advertising Director, working in conjunction with the Art Director to create all advertising layouts for the 11 name plate 400+ retail store chain

Education

Bachelor of Arts majoring in Art, Minor in Art History-Augsburg College Minneapolis MN