

Mark Parten

Hardworking Professional

Fort Collins, CO

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Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Project Manager

Cree Industrial Arts - Fort Collins, CO

November 2019 to Present

Project management of signage for Caliber Collision. I took care of all the process of signage for each job site for Caliber Collision across the country. From permitting to production and installation. I communicated with the municipalities and all vendors to make the job site hit the clients date of opening. Making sure they had all their signage for the opening day for each site,

Freelance Artist and Designer

Self Employed - Colorado

January 2017 to Present

Experience in Charcoal Drawing, Design, Sign Making, Exhibit Building, Power Tools, Hand Painted Signs, Advertising, And Sales. Efficient in Adobe Creative Suites, Photoshop, Illustrator, Indesign, Word, Also can run large format printers and install vehicle wraps. Strong in sales while working towards a Bachelor's degree focused in Illustration from Academy of Art University.

Project Manager

Adcon Signs - Fort Collins, CO

May 2018 to August 2019

I manage 40 to 50 project of signs for companies across the United States. I make sure everything goes smoothly from production to install and we stay with in budget.

Graphic Specialist

Warehouse Twenty One - Cheyenne, WY

January 2016 to January 2017

Taking care of all the production needs of Warehouse Twenty One's clients. Produced banners, indoor signage, outdoor signage, auto graphics such as wraps, vinyl lettering, and made business cards, letter heads, bounded marketing guides etc... Proficient at Photoshop, Illustrator, Indesign, and some Corel. Also ran HP 60 inch large format printer and a digital press.

Production Manager/ Design/ Installation and Sales

Parten Signs - Laramie, WY

July 2003 to October 2015

Designed logos, indoor and outdoor signage for clients across Wyoming and Colorado. Produced and designed all signs from door nameplates, outdoor and indoor banners, wood signs, sandblasted signs, electrical signs, channeled letters, hand painted wall signs, and car lettering, decals and wraps.

Also installed all of the above signage.

Programs ran, Gerber Omega, Flexi, Adobe Creative suite and WinSCP. Also did B2B sales to generate new business.

Sign Writer

University of Wyoming - Laramie, WY

October 2001 to July 2003

Responsibilities

Managing a sign shop that had a 3 man crew. Made sure all signage across the campus was in good standing.

Skills Used

Managerial, customer service, design, and computer knowledge. Also hand paint, and wood work.

Education

BFA in illustration

Academy of Art University - San Francisco, CA

2014 to 2019

High school diploma or GED in Basic

LCCC - Laramie, WY

October 1998 to November 1998

Skills

- budget
- Estimating
- Scheduling
- Adobe Illustrator
- Graphic Design
- Illustration
- Adobe Creative Suite
- Adobe Photoshop
- Logo Design
- Adobe InDesign
- Woodworking
- Outside Sales
- Production Management
- Adobe After Effects
- Branding

- Photography

Certifications and Licenses

Driver's License

Assessments

Sales Skills: Influence & Negotiation — Expert

March 2020

Using influence and negotiation techniques to engage with and persuade customers.

Full results: [Expert](#)

Sales: Influence & Negotiation — Proficient

November 2019

Persuading reluctant customers to buy products or services, and influencing and negotiating with customers to meet sales goals.

Full results: [Proficient](#)

Project Timeline Management — Proficient

November 2019

Prioritizing and allocating time to effectively achieve project deliverables

Full results: [Proficient](#)

Graphic Design — Highly Proficient

September 2019

Measures a candidate's ability to create visual media to effectively communicate information and concepts.

Full results: [Highly Proficient](#)

Logic & Critical Thinking — Familiar

October 2019

Using logic to solve problems.

Full results: [Familiar](#)

Outside Sales — Expert

September 2019

Actively listening and responding appropriately; performing common sales calculations.

Full results: [Expert](#)

Sales Skills: Influence & Negotiation — Highly Proficient

February 2019

Measures a candidate's ability to effectively use influence and negotiation techniques to engage with and persuade customers.

Full results: [Highly Proficient](#)

Real Estate — Highly Proficient

August 2020

Matching listings with specifications

Full results: [Highly Proficient](#)

Work Style: Reliability — Familiar

November 2019

Tendency to be dependable and come to work

Full results: [Familiar](#)

Outside Sales — Highly Proficient

September 2020

Understanding and responding appropriately in sales scenarios, and performing common sales calculations

Full results: [Highly Proficient](#)

Sales Skills — Proficient

August 2020

Influencing and negotiating with customers

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.