LAURA N. NICKERSON

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PROFESSIONAL STRENGTHS

- Provide creative designs that drive business initiatives
- Manage and update client accounts, build client/vendor relations
- Excellent customer service (external and internal)
- Coordinate projects, organized
- Ability to work within a budget
- Juggle priorities and work quickly

SOFTWARE

Photoshop, Acrobat, Illustrator, InDesign, Quark Xpress, CorelDraw, Microsoft Office Suite.

EDUCATION

- AAS degree in Graphic Design from Rocky Mountain College of Art and Design
- Art Instruction School, Inc. Certificate

AWARDS/SHOWS

- Foothills Annual Sidewalk Art Show: Judging Award
- Arvada Fine Arts Guild: Merit Award
- Zachs Restaurant: A Christmas Of Color-1 Month Show!!

EMPLOYMENT

Impress Associate **OfficeMax/CopyMax** **Currently Employed**

- Building Client relations for their repeat business
- Customer Service/Sales, assisting and helping customers with self-service copiers
- Working with customers on their projects
- Input jobs, tracking jobs, and follow through
- Creating and producing jobs

Graphic Designer **ABC Reprographics** **Employed: 11 years**

- Designed and created: ads, banners, brochures, flyers, forms, mailers, name tags, newsletters, post cards, signs, stationery packages, tent cards, etc.
- Knowledge of Digital and Offset print production and file set-up for re-production
- File editing, photo retouching/imaging and color correction, trouble shoot files
- Input jobs, track jobs, and thorough complete follow up
- Customer Service which built up client relations
- Managed and updated client accounts, worked with outside vendors

Advertising Manager **CPS Distributors, Inc.** **Employed 2 years 3 months**

- Designed, created and produced: Catalog, Newsletter, and a wide range of Promotional/Advertising materials
- Compiled and Coordinated Special Events, Golf tournaments, Seminars and Trade Shows
- Went above and beyond meeting clients/customers expectations

Sample Rep/Sales Support **Nationwide Papers** **Employed 3 years 3 months**

- Built client relations with daily contact
- Extensive Customer Service, ordered, maintained and coordinated paper samples
- Strong Sales/Merchandisers Support
- Assisted/Attended Trade Shows while promoting the company
- Liaison between departments