

## Stacie Clousing

### Experience

[ Wall Street Institute ] Ferrara, Italy

**English Teacher**, 05/06 - current

- Teach english as a second language to students from beginner levels to advanced levels
- Interpret and translate from Italian to English for Italian and multinational companies, such as Yara, Miswaco, and Network Propaganda

[ Two by Four ] Chicago, IL

**Production Director**, 04/03 - 04/06

- Responsible for creating a production department, implementing processes, instructing and supervising pre-press and layout skills, scheduling jobs for department, proofing and press checking projects
- Producing and managing direct mail campaigns, collateral, brochures, outdoor, ad campaigns and POP for Wrangler, Papermate, Chicago White Sox, Ariat, Bridgestone-Firestone and US Cellular
- Purchasing pre-press, printing, personalization and lettershop services
- Keylining, typesetting, retouching and file prep

[ Drummond American ] Vernon Hills, IL

**Freelance Production Artist**, 12/02-04/03

- Produce product packaging, labeling, and collateral material
- Adapt designs to product line extensions

[ Change Design ] Burr Ridge, IL

**Freelance Graphic Design and Production Artist**, 9/02 – 12/02

- Concept, design, keyline and printing of projects for numerous clients, including Trinity College, Eerdman Publishing, and Shedd Aquarium

[ SeatonCorp ] Chicago, IL

**Art Director**, 4/02 – 8/02

- Manage schedules and projects for the design department
- Design and produce newsletters, brochures, direct mail and collateral for field offices
- Support sales teams with concepts and design for new projects as well as facilitate production and printing

[ Goldstein Group Communications ] Cleveland, OH

**Art Director**, 7/01 – 4/02

- Concept, design, and present outdoor, direct mail and ad campaigns, newsletters, and web sites for clients such as Keithley Instruments, Adelphia, and Chromalox
- Develop projects from concept to finish, functioning as the one-person art/production department
- Organize printing process, conduct press checks, and direct photo shoots

[ The Image Group ] Holland, MI

**Graphic Designer**, 6/99 – 7/01

- Concept, design, and present ad campaigns, logos, collateral pieces, trade show materials, direct mail, brochures, outdoor, CD covers, and radio spots
- Develop projects from concept to finish, individually and with a team
- Work with local and national clients including Johnson Controls, Inc., Charlotte, NC Public Schools, American Heart Association, Holland Community Hospital

**Design Coordinator / Production Assistant**, 2/98 – 6/99

- Coordinate schedules and work assignments for a team of eight designers
- Communicate project details between vendors, account managers, and designers
- Retouching, construct mock-ups for designers, design small-scale projects; promoted to Graphic Designer

### Expertise

InDesign, Photoshop, QuarkXpress, Illustrator, PowerPoint, Adobe Acrobat, Freehand, Flash, Microsoft Office

### Education

**Calvin College, Grand Rapids, MI**

Bachelor of Arts in Business and Communications, Minor in Design [1998]

### References

Available upon request

