

JOSEPH A. SICHOL

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OBJECTIVE

I am looking to become part of an open, collaborative workplace that employs talented people. I want to find a position where I can express my creative abilities and solve business problems with thoughtful design while contributing to the success of the company. This position should encourage my professional and creative growth as well as provide opportunities for advancement.

SKILLS

I am a design "jack-of-all-trades" approaching ten years of experience as a Graphic Designer, Production Editor, Prepress Coordinator and New Media Content Producer. My goal is always to bring a customer's creative vision to life and to maximize their ROI. I deliver first-class results on Windows or Mac operating systems. I am highly proficient in Quark and the Adobe Creative Suite (Photoshop, Illustrator, Acrobat and InDesign) for print design. I use Dreamweaver, Coda, CSSEdit and ImageReady for web development and I have experience theming sites for WordPress. I create printed and web-bound materials that appeal to specifically targeted marketing audiences. I communicate well and enjoy working with clients to meet mutual deadlines with promptness and diligence. My versatility and my ability to adapt are my greatest strengths.

EXPERIENCE

Advertising / Production Assistant: Virginia Lawyers Weekly

May 2006 - present

- Produces advertisements for tabloid-sized weekly legal newspaper
- Production coordinator for ~6 small-format publications yearly
- Works with Sales & Marketing to design direct mail, promotions and collateral
- Handles initial proofreading and editing according to AP Style
- Coordinates and manages layout and design of directories/classified section

Graphic Designer, Prepress Coordinator & Graphic Artist: Tehead (Contract Positions)

December 2003 - May 2006

- Guided clients from design and production stages through final approval
- Communicated with customers to ensure proper file submissions
- Managed troubleshooting of customers' file submissions
- Preflighted all customer submissions to meet press specifications
- Photographed and color corrected images for web and press
- Designed product packaging and updated previous packaging designs

Production Editor: Pleasant Living Magazine & Brandylane Publishers

September 1999 - December 2003

- Coordinated and managed layout and design of bimonthly regional magazine
- Managed field editor program of 20 regular contributors, writers and photographers
- Handled proofreading and editing of manuscripts according to Chicago Manual of Style
- Produced book design interior layouts as well as book covers & marketing materials
- Produced all marketing materials and managed marketing mailing lists

EDUCATION

B.A. in Communications (with Marketing Emphasis): Minor in English

Virginia Tech, Blacksburg, VA

Curriculum included Visual Media, Public Speaking, Journalistic Writing, Communications Law, New Communication Technologies, Media Effects, Advanced Marketing Techniques, Interpersonal Communications

Online portfolio available at fullclout.com. References available upon request.