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experience Designer, June 2006–present
HarperCollins Publishers, 10 East 53rd Street, NY, NY 10022
Interior book design for 4c, 2c, and 1c adult trade books including CollinsReference and Business, HarperCollins fiction and nonfiction titles, and William Morrow cookbooks. Oversee all stages of design and production up to bound book, working closely with production, prod/ed, editorial, and comp throughout. Electronic paging of book interiors using InDesign; design and prepare binding die, endpaper, and photo inserts; check color proofs, digital photo retouching/manipulation, all under tight deadlines. Hire, oversee and manage freelance designers on straightforward to complicated titles. Apply excellent knowledge of InDesign, Photoshop, Quark and Illustrator to create books with a strong design, while continuing to perform assistant duties for the Design Manager.

Assistant Designer, April 2005–June 2006
HarperCollins Publishers, 10 East 53rd Street, NY, NY 10022
Interior book design for 1c adult trade books including CollinsReference, Business, Lifestyle and Wellness. Oversee all stages of design and production up to bound book. Hire, oversee and manage freelance designers for titles which I oversee through completion. Process invoices, scan fpo images, check page proofs, write design memos, and other assistant duties for the Design Manager.

Freelance book design, handle all aspects of the book's production independently: interior design, text corrections and final files to printer; producing a cover and case design with final mechanicals to printer; meet tight deadlines.

related experience Design Intern, January–March 2005
Jackson Free Press, Jackson, MS 39216
Designed and produced layouts for a weekly alternative publication using InDesign and Quark.

Design Intern, November–December 2004
University of Georgia Press, Athens, GA 30602
Designed interior layouts, provided samples, revisions, wrote detailed composition specs and worked on jacket designs.

Design Intern, June–August 2003
Landor Associates, San Francisco, CA 94111
Assisted designers on jobs, worked on internal projects and met with clients at this branding firm.

education University of Georgia, 2000–2004
BFA in Graphic Design, with a concentration in English.
Cortona Art Program, Cortona, Italy, spring 2002

AIGA member