

## objective

To seek a more hands-on and customer service oriented career path and support the needs of a reputable organization. Seeking a full-time position that enables me to draw from my extensive experience in a variety of applications.

\*Below lists my last 9 years of employment and expertise. I would be happy to discuss or expand on my experience in building materials and construction further if needed.



## experience

August, 2013–August 2014

### FastSigns — Lancaster, PA Production Manager/Supervisor

Worked with each department to ensure timely and quality execution of all deliverables. Responsibilities included:

- Oversee production area and staff
- Order inventory and production materials
- Manage installation schedule
- Handle all shipping and receiving
- Troubleshoot equipment and perform maintenance
- Manage workflow, materials and content of every job
- Attend daily meetings
- Design/Build special projects
- Assist in all aspects of production and installation as needed

May, 2005–January 2013

### Agora Financial — Baltimore, MD Graphic Designer

Part of a small, tightly-knit internal design department which handled all the design needs of an international financial publishing company. Responsibilities included:

- In charge of 3–5 monthly, printed newsletters. Print production as well as web posting
- 8–24 page bi-monthly premiums for each publication
- Web banners, internal & external ads
- Responsible for all annual conference signage, banners, booth displays, 100+pg. program, flyers, on-site customer svc., audio and tech support, post-production materials
- Daily e-letter; Weekly e-pub; Daily charts and graphs
- Printed and digital book cover editions for bookstore
- Audio promo recording/editing
- All internal building artwork, signage and installation
- Parent company brochures, signage and photography

ongoing

### Freelance Designer

**Clients include:** Azzam Jordan Ad Agency, Diamond Comic Distributors, Datanet Engineering, Enduranceworks, Jenny Ruley Photography, Johns Hopkins University, Maryland SPCA, TAG Design and more.



## education

May, 2001

### Bachelor of Arts — Visual Arts University of Maryland Baltimore County



## technical skills

- Photoshop 15 yrs
- Illustrator 15 yrs
- InDesign 7 yrs
- Quark XPress
- Dreamweaver
- WordPress
- GarageBand
- Office



## references

**Mark O'Dell**  
*Art & Technical Director, Agora Financial*  
410.259.1191  
odellgraphics@gmail.com

**Clint Ehlers**  
*Owner, FastSigns*  
cell: 310.985.1105 / store: 717.569.7606  
clint.ehlers@fastsigns.com



## design portfolio

[www.skozedeign.com](http://www.skozedeign.com)

phone

410-960-6084

email

ascosi1@gmail.com