



Mark T. Shireman

graphic design professional

169 Buena Vista Terrace #23
San Francisco, CA 94117
v.415.305.1241
f.888.202.7811
mark@markshireman.org
www.markshireman.org

June, 2004

Dear Hiring Manager:

Being a graphic designer is a lot more than just pushing buttons on a computer. It is having a deep understanding of the design process and an innate ability to take a message and transform it into an eye-catching visual context. It is a skill in the tools of design. It is knowing the "rules" of design and knowing when to break them. These are all at the core of what I do.

Those qualities are only the beginning, however. I am also:

- *Self-motivated, disciplined and results-oriented.*
- *Panic-free, deadline-friendly and able to multi-task on a high level.*
- *A strong team player with good people skills, a great sense of humor and a positive attitude.*
- *Service-oriented and able to deal with a variety of clients.*

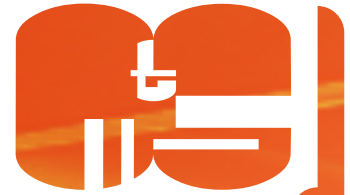
This is what I can offer your company:

- *Exceptional print and web designs turned around with maximized efficiency of time and resources.*
- *Expert skills in all major design software tools.*
- *Over 13 years of experience in translating clients' desires and needs into successful designs.*
- *The ability to recognize efficiencies in the production process to ensure that every job comes in under budget.*

I am confident that when you review my qualifications and evaluate my portfolio website at <http://www.markshireman.org> that you will be convinced that you have found your new graphic designer.

Thank you in advance for your time and consideration.

Sincerely,



Career Objective

I would like to utilize and expand my creative talents and technical expertise in a creative, challenging and rewarding work environment as a senior designer or junior art or creative director.

Relevant Experience

Graphic Design Freelance and Contracting

Various clients and locations • 02/2003 - Current

Provided freelance and contract-based graphic design services to many clients including Patriot Media, Champion Broadband and several others. Work spanned a wide variety of areas—print, internet, corporate identity—and subject matter—from cable television and Internet services to themed dining.

Graphic Designer

WideOpenWest • Yardley, PA • 07/2001 - 02/2003

Handled all aspects of design for WideOpenWest, a cable company that services customers in Colorado, Michigan, Illinois and Ohio. Duties include creating print work (newspaper ads, postcards, etc.) to alternative media (outdoor advertising, transit, etc.) and short-form video (30-second commercial spots).

Graphic Designer/Prepress Operator

Trinity Graphics, Inc. • Cherry Hill, NJ • 03/1997 - 08/2001

Handled all aspects of in-house design for the clients of Trinity, a small prepress firm, as well as serving as head prepress operator and systems administrator.

Co-Founder, Creative Director

Black Dot Digital • Wenonah, NJ • 01/1997 - 06/1997

Small design and graphics production business. Produced a variety of designs for clients such as Vitol Health Supplements, Health is Wealth Health Foods and others.

Supervisor, Graphic Design & Digital Systems

Accutech Graphics/Grosbeak Digital • Westville, NJ • 02/1995 - 11/1996

Responsibilities included graphic design, prepress production, troubleshooting and output and systems/network administration.

Graphic Designer

AdMark, Ltd. Advertising & Marketing • Richmond, VA • 04/1993 - 07/1994

Handled graphic design and assisted creative development for all major projects. Clients included Jefferson National Bank of Virginia and Reynolds Metals Construction Products Division.

Assistant Instructor, Desktop Publishing Class

Gloucester County College • Sewell, NJ • 01/1992 - 05/1992

Due to proficiency level in subject matter as well as previous professional experience in the field, the instructor of this course asked me to assist in teaching this course in return for the college credits. Not a paid position.

Desktop Publishing Specialist

Gloucester County College • Sewell, NJ • 05/1991 - 01/1993

Desktop publishing, typography and design for the Public Relations Office of local community college.

Relevant Skills

	EXPERIENCE LEVEL	YEARS
AUTHORING TOOLS		
Adobe Acrobat	Advanced	6
Adobe After Effects	Intermediate	3
Adobe Illustrator	Expert	13
Adobe InDesign	Advanced	3
Adobe Photoshop	Expert	13
Macromedia Dreamweaver	Advanced	4
Macromedia Fireworks	Advanced	3
Macromedia Flash	Advanced	4
Macromedia FreeHand	Advanced	7
QuarkXPress	Expert	13

CREATIVE SKILLS

Art Direction	Advanced	6
Audio Editing	Moderate	3
Content Development	Intermediate	4
Content Editing	Advanced	13
Copywriting	Intermediate	4
Creative Direction	Intermediate	5
Creative Writing	Moderate	4
Graphic Design	Expert	13
Illustration	Advanced	3
Logo Design	Expert	13
Prepress Technology	Expert	9
Typography	Expert	13
Video FX & Editing	Intermediate	3
Web Design	Intermediate	4

HARDWARE

Macintosh	Advanced	13
Intel	Advanced	14

INFRASTRUCTURE SOFTWARE

MacOS (including OS X)	Expert	13
Microsoft Windows XP Pro	Expert	2
Microsoft Windows 2000	Expert	3
Microsoft Windows 98	Expert	6

OFFICE PRODUCTIVITY SOFTWARE

Filemaker Pro	Advanced	7
Microsoft Office	Advanced	9

Education

Gloucester County College
Sewell, NJ • 1991-92

Major: Graphic Design • GPA: 3.972

New Jersey Institute of Technology
Newark, NJ • 1989-90

Major: Applied Chemistry • GPA: 3.0

References available upon request



Champion Broadband Website / Identity



WideOpenWest Identity Update Proposal



Norfolk Lavender 2001 Catalog



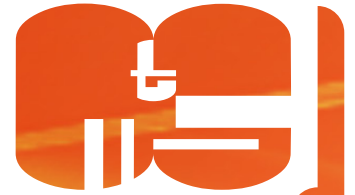
Commissioned Illustration - "Nephren Ka"



WideOpenWest Magazine Advertisement



Patriot Media Website - Inital Launch



Professional References

Michael Gain

Midlantic Color Graphics, LLC
856-786-3113

Michael Steinkirchner

Former V.P. - Marketing, WideOpenWest
215-891-1983

Janine Davidheiser

Former Senior Programming Manager, WideOpenWest
610-845-2542

Scott Fichter

Freelance Web Designer; Former Webmaster, WideOpenWest
610-388-6187

Caitlin Campbell

Account Executive, Viamedia
248-280-5852

Denise Bauer

Marketing Manager, WideOpenWest Ohio
614-488-4958

Scott Murray

Prepress Administrator, Trinity Graphics
856-218-1176

Jack Ryan

Owner/Partner, Trinity Graphics
856-488-8020

Thomas Williams

Owner/Partner, Trinity Graphics
856-488-8020