

CAREER OBJECTIVE:

To obtain an interesting and challenging position as a graphic designer and apply my imagination and artistic ability in the area of graphic design.

SUMMARY:

Experienced graphic designer for print publications and web sites. Excellent in most commonly used computer design applications (more than 7 years of experience). Proficient in Digital Photography and color correction. Comfortable with both PC and Mac platforms. Creative, responsible, organized, detail-oriented, polite and able to manage multiple projects, prioritize, solve problems and finish work on schedule in a fast-paced, deadline-driven environment. Fluent in English and Russian languages.

SKILLS:

Adobe: Photoshop, Illustrator, InDesign, Acrobat Reader, Flash, Dreamweaver
Microsoft: Word, Excel, Power Point, Outlook, Visio
Other: QuarkXPress, HTML, CSS,

EXPERIENCE:

Graphic Designer

Level 3 Communications Inc. (Broomfield, Colorado), 11/2007 - Present
Designing promotional displays and marketing materials for products and services. Creating print advertisements, catalogs and flyers, announcement e-mails, Microsoft templates, logos, and graphical web content, using PC based software and hardware. Communicate effectively with internal clients, and team members to assure accurate project completion and meet deadlines. Responsible for providing imagery to co-workers and printers in a timely manner, and in a variety of formats. Create effective design solutions, while adhering to our corporate guidelines. Prepare visual presentations by designing art and concept layouts that reflect the business and creative requirements. Design Projects: Newsletters, event invitations and posters, print and web graphics, trade show flyers, posters and display signs, logos, Power Point, Word and Outlook templates.

Media / Graphics Designer

Accenture Learning Inc. (Colorado, USA), 1/2006 - 11/2007
Produced graphics and animations for graphical user interfaces, information visualization, and learning activities. Completed repetitive graphics tasks (i.e. identify graphics; prepare custom graphics; resize graphics; built Flash animations using provided only screen shots and step procedures).

Graphic and web designer

Freelance work, 1/2001 - Present
Perform freelance work for various companies - design brochures, illustrations, websites, business cards, posters, books covers, entire book designs, using Adobe programs.

Graphic designer and owner

Kastella SIA (Riga, Latvia), 1998 - 2001
Developed and maintained web site for the company. Designed flyers, presentations, newsletters and business cards for several clients. Designed and produced labels for wide variety of products, provided custom designs and translations.

EDUCATION:

Multimedia Print and Presentation Certificate

Front Range Community College (Colorado, USA), 05/2008

Multimedia General Certificate (GPA 4.0)

Front Range Community College (Colorado, USA), 12/2005

Bachelor of Science in Computer Technologies

Specialization: Business Informative Technologies
Riga Aviation University (Riga, Latvia), 1994 - 1998

HONORS:

The National Dean's List (www.thenationaldeanslist.com) (2004-2005, 2006-2007)
The Chancellor's List (www.chancellorlist.com) (2005-2006)
Outstanding Student Award for the MGD Program at FRCC (2005-2006)

ONLINE PORTFOLIO AND RESUME:

www.katrina-web.com; www.linkedin.com/in/katrinagirtakovska