

Director of Material / Print Production

Advertising, Promotion & PR / Digital Imaging and Graphic Design / Internet / Team Leadership Multiple Printable Materials / Process Development / Client Relationship Management

Results-oriented production expert with success in developing processes to increase productivity and throughput, minimize costs and ensure on-time / on-budget delivery. Proactive manager, building systems that maximize operator skill and proficiency to prevent errors and downtime. Consistently ensure use of best production methods and materials that establish and maintain quality leadership. Solid experience on both user and provider sides.

- **Pioneered Ambrosi's digital interoffice graphic design system, achieving 99% on time client production.**
- **Created large format print and finishing standards for Point Imaging, reducing material cost 70%.**
- **Improved decal application process, eliminating bubbles for Point Imaging, dropping finishing time 80%.**
- **Designed electronic material release confirmation process at Ambrosi, eliminating staff involvement 95%.**

Special Skills: Building strong relationships with clients, customers and vendors... Getting more done with smaller budgets... Building quality recognition... Designing efficient and high speed graphic communication systems among agencies, clients and production houses... Constantly exploring ways to improve production results.

BSBA, Marketing, Governors State University.

Selected Achievements

Pioneered Ambrosi's digital interoffice graphic design system, achieving 99% on-time client production.

Lack of consistency between Sears Grand/Essentials' weekly ad flyer and Sears' corporate flyer led to high error and delayed release rates. Created linkage between corporate and Grand/Essentials' production teams to ensure layout design commonality and speed approvals. Reduced graphics errors 75%.

Created large format print and finishing standards for Point Imaging, reducing material cost 70%.

Production, customer service and account executives struggled against conflicting guidelines for process from job start through packaging. Developed and secured departmental buy-in for unified job write-up and operating procedures. Eliminated order processing conflicts and minimized re-done orders, reducing processing time 50%.

Improved decal application process, eliminating bubbles for Point Imaging, dropping finishing time 80%.

Quality of decal application on substrates on production floor was increasingly poor. Designed technique to automate bubble removal. Trained operators in new decal application system. Improved labor cost and customer satisfaction.

Designed electronic material release confirmation process at Ambrosi, eliminating staff involvement 95%.

No system existed for agency to verify release of client artwork to targeted publications via AdSend service provider. Redirected phone and email confirmations to secure shared website. Planned AdSend implementation for all clients.

Career Overview

Advertising Production Manager, Ambrosi Division / Schawk, 2003-2007. Led agency staff of 12 providing creative and production services to Sears. Managed production of printed material, digital content and premiums. Developed processes to design, document, measure, analyze and improve production. Responsible for on-time / on-budget project delivery. Primary project liaison with account staff and client.

Production Manager, Point Imaging, 2002-2003. Managed Large Format Department of 18 line operators for this graphics printing company. Planned equipment and material use. Coordinated production throughput and engineered digital setups, printing, assembly and shipping. Consistently achieved timing, budget and quality goals. Conducted R&D to ensure leadership in printing technology and maximize performance of materials.

Manager, Quality Control, Best Imaging Solutions, 1998-2002. Created and implemented standards and procedures to ensure product quality and effective queue management for this digital imaging solutions provider. Developed error identification system to prevent process disruptions and speed resolution and system improvements.

Marketing Coordinator, Perkins & Will, 1994-1998. Executed RFP / RFQ submissions for architecture firm's Chicago HQ office. Developed custom images and leave behind materials for client interviews. Coordinated production and collation. Managed print vendor relationships. Planned and implemented proposal archival database.