



## GRAPHIC DESIGN SPECIALIST

*Consultative  
Design*

*Brainstorming*

*HTML/CSS/  
JavaScript*

*Design Elements  
and Principles*

*Image  
Optimization*

*Color  
Theory*

*Font  
Management*

*Vendor  
Printing*

*Strong  
Client  
Relationships*

*Problem  
Solving*

*Scanning/Photo  
Manipulation*

*Custom  
Art/Graphics*

*File/Folder  
Structuring*

*Typography*

# GARY CLIMO

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**Online Portfolio:** [www.garyclimo.com](http://www.garyclimo.com)

## Graphic Designer/Desktop Publisher/Web Designer

Highly self-motivated and goal-oriented professional committed to pursuing a long-term career in graphic design, desktop publishing, and web design. Offer a track record demonstrating strong analytical and problem solving skills, brainstorming, a keen eye for design, computer proficiency in many programs, intensive project management, and ability to follow through with projects from inception to completion.

## Design Summary, Corporate Executive Board

- In-depth experience applying graphic design principles to produce high-quality, deadline-driven electronic and printed deliverables for the world's leading Executives; managed multiple short-term and long-term projects from start to finish
- Intrinsic creative talent offering a keen eye for quality, consultative design, and document layout
- Fluent in the Mac OS X operating environment. Proven ability to quickly learn and apply new technologies particularly through self-training
- Completed high-quality print and electronic deliverables including brochures, posters, studies, newsletters, logos, meeting binders, invites, webinars, web pages, teleconferences, and other member-facing materials
- Highly proficient and experienced in the application and usage of QuarkXpress, InDesign, Photoshop, Illustrator, Dreamweaver, Adobe Acrobat Professional, Adobe Distiller, HTML, and CSS
- Proficient in the application and usage of PowerPoint, Flash, and Microsoft Word
- Excellent proofreading and editorial skills; maintained exemplary quality control through self-proofing, blueline review, collaboration with editorial team, and style guide adherence
- Exceptionally well organized; strong team and work ethic and willingness to work hard for team and employer goals
- Highly experienced in submitting native and other file types to print vendor

## Education

**Bachelor of Arts in Graphic Design**, Marymount University—Graduated 2006

**Bachelor of Science in Information Technology**, George Mason University—Expected graduation 2011

## Employment

### **Family Room Specialist (teacher)—Apple, Tysons Corner VA (Present)**

Provide One-to-One training sessions communicating expert product knowledge to customers in a concise, easy-to-comprehend fashion; provide software and Mac Operating System training; build, foster, and repair client relationships with creative solutions; provide tech support for iPhone, iPod, and iPad; self-train to become Apple Certified in numerous Apple products; implement data transfers (PC to Mac/Mac to Mac) while keeping up-to-date with latest technological trends.

### **Graphic Design Specialist—Corporate Executive Board (CEB), Rosslyn VA (2005–2009)**

Responsible for steering CEB's intellectual property through the process from idea to presentation, interfacing with editors and authors alike. Finding creative ways to present information to educate top executives at some of the best and brightest companies around the world, managing both long-term and fast-turnaround projects. Prioritizing and delegating work whilst offering support to other designers, fostering strong working relationships by providing consultative design, creating compelling graphics and illustrations whilst ensuring all parties meet their deadlines.