

# Amanda Weston

locale Charleston, SC

email amanda.b.weston@gmail.com website www.abweston.com

## Graphic Designer

*with skills in* book design, graphic creation, pre-press file preparation, single- and multi-page layout design, typography, presentation, identity & logo design, brand management, file maintenance, photographic treatment, illustration, effective conceptualization, photo-collage, system-wide organization, detail, craft, design thinking

*with additional interest in* animation of all kinds, poster design, copywriting, packaging, screen printing, pastry design, fine art

*highly proficient in the use of* Adobe InDesign, Photoshop, Illustrator, Bridge and Acrobat (CS4, CS3 and CS2), Adobe After Effects 8, Microsoft PowerPoint and Word

*versed in* Adobe Flash and Dreamweaver

*comfortable with* both Windows and Macintosh operating systems

*possesses* stability, professional initiative, capacity for quick acquisition of platform-oriented skills, enthusiasm, reliability, friendliness, strong concentration skills, honesty

## Work Experience

### **Design Services Specialist at Amazon CreateSpace**

*CreateSpace is a part of On-Demand Publishing LLC, a subsidiary of the Amazon group of companies. On-Demand Publishing LLC specializes in the short-run manufacture of a growing selection of book, music, and movie titles from sources such as MTV, Universal Studios, and MGM. The CreateSpace platform provides a venue for authors of all backgrounds to partner with design and marketing services to self-publish books and make them available for purchase online and in stores.*

Managed the cover and interior book designs for 12 or more CreateSpace authors per workday. This required being an expert in each individual design in order to make requested corrections to interior text, modifications to images, document-wide layout adjustments, and creative decisions to bring each book to a greater level of design excellence. Design Services Specialists must have exceptional focus, dedication to detail, organizational skills, and an adept professional eye in regards to layout, graphics, and textual and color accuracy as well as the ability to effectively multi-task across design and corporate platforms.

Functioned as pre-press quality assurance: prepared all files for author approval and print processes, ran preflight diagnostics on final files, managed quality of scanned materials, created text documents for editing and cover images for marketing purposes.

Interfaced with authors, design coordinators, and account managers to produce high-quality book designs for texts from all genres as well as several "exceptional books" published by AmazonEncore.

*Employed from November 2009 through March 2010 under Design Services Manager Julie Atwood and Team Lead Angela Johnson.*

### **Freelance designer for Christ Church Mount Pleasant**

Served on an unpaid voluntary basis as the graphic designer on the committee for the 2009 Christ Church logo/identity design initiative.

### **Intern at Gil Shuler Graphic Design**

*Gil Shuler Graphic Design, opened in 1985, is the premier print and visual identity design company in Mount Pleasant, South Carolina. The company has produced work for hundreds of local charity events and businesses as well as enterprises in Ireland and the Caribbean.*

Participated in weekly creative meetings, observed print design processes and designer/client relations, delivered design materials and documents, revamped and updated filing system for 20+ years worth of design work, organized and maintained creative space.

*Employed from May to September 2008 under graphic designer Gil Shuler.*

### **Administrative Assistant for B&D Marine and Industrial Boilers**

Designed hierarchical layout system for contracts and safety manuals, brought all safety department materials up to current Occupational Safety and Health Administration (OSHA) standards, assisted in office organization.

*Employed on a contract basis throughout March and April 2010 under CEO Toby Kearney and Director of Safety Richard Oliver.*

## Education

### **2009 Graduate of Graphic Design Program of the College of Design of North Carolina State University**

Earned a 4-year Bachelor's degree in graphic design.

GPA: 3.799 (*summa cum laude*)

Awarded *Dean's List* for seven semesters.