

Timothy Bentley

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OBJECTIVE

To obtain a position in the Design industry with excellent mobility and room to grow.

TECHNICAL QUALIFICATIONS

- Familiarity with both Apple and Windows platforms
- Adobe Creative Suite CS4
- Adobe InDesign CS5
- Flatbed reflective and transparency scanning including, but not limited to documents, photographs and film, both positive and negative
- Digital photography and related equipment

PROFESSIONAL EXPERIENCE

Forms Developer

Precision Document Solutions

Houston, TX

February 2011 – Current

- Compose new and revised existing customer medical forms.
- Maintain constant and clear customer communications with customer contacts while supplying proofs in a timely manner.

Graphic Artist

Freelance Graphic Design

Houston, TX

May 2009 – February 2011

- Designed and laid out artwork and information graphics utilizing graphic standards and font management to create artwork for a variety of subjects such as corporate training presentations, employee communications, newsletter templates, newsprint and magazine advertisements, medical forms, and trade show banners and signage.

Sub-contractor for:

Romar Learning Solutions

Customers include: EMD Serno, Bayer Diabetes Care and Pfizer.

Solitaire Creative Services

Customers include: Prince's Hamburgers, Papa Joe's Bar BBQ and Denis' Seafood

Bay Area Imaging

Customers include: Bay Area Trophies, Sulzer Turbo Services and Children's Museum of Houston

Pro Bono Work

Public Relations Foundation of Houston

Production Associate

Bay Area Imaging

Webster, TX

August 2008 – May 2009

- Maintained high levels of customer service and satisfaction in a retail sales environment.
- Designed, laid out and adjusted customer-supplied digital artwork to meet customers' needs prior to final print production as well as laminating and mounting artwork on a variety of sub straights.

Electronic Composer

Moore Wallace, an RR Donnelley Co.

Nacogdoches, TX

October 1997 – June 2006

- Composed new and revised existing customer business forms using the Mecca 2000 computer platform.
- Utilized Photoshop to scan and/or alter customer-supplied artwork and Camera Ready Copy as required.

EDUCATION

Visual Communication Certificate of Technology

2007-2008 San Jacinto College, South Campus, Houston, TX

Bachelor of Fine Arts

Major: Photography; Minor: Jewelry Design and Creation

1988-1993 Stephen F. Austin State University, Nacogdoches, TX

AWARDS

Outstanding Graduating Student – Visual Communication Award, San Jacinto College Art Department, 2008

AFILLIATIONS

Member, National Association of Photoshop Professionals