

MICHAEL D. COX

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TECHNICAL SKILLS

Design

- Adobe InDesign, Adobe Photoshop, Adobe Illustrator

Prepress

- Solid knowledge of four color and spot printing processes

Interactive:

- Adobe Acrobat, Prezi, Dreamweaver

Word Processing

- Microsoft PowerPoint, Word, Excel

Other

- Photographic retouching and compositing

FREELANCE EXPERIENCE

MICHAEL DESMOND COX DESIGN, Belmont, MA 2011-Current
Design, Production, Photography (www.michaeldesmondcox.com)

- Highlight Clients:
 - KHJ Brand Activation - Cramer - TVD Associates
- Print and web design for multiple clients
- Banner Ads, Sliders, Program Books, Ads, Logo Design, Event Signage, Sell Sheets, White Papers
- Product Photography in conjunction with graphic design
- Portrait and Event photography (www.mcoxphoto.com)

GRAPHIC DESIGN/PRODUCTION EXPERIENCE

CRAMER PRODUCTIONS, Norwood, MA 2007-2011
Senior Production Artist

- Optimized print and web material files for best use of their respective media
- Consulted with outside print vendors to trouble shoot design
- Maximized on-press efficiency and budget limitations
- Designed and laid out internal/external marketing pieces in a fast and efficient manner
- Created and modified interactive pieces
- Adobe Creative Suite knowledge resource for print media department
- Mac users company wide resource troubleshooter

NATIXIS (FREELANCE), Boston, MA 2007
Graphic Designer/Production Artist

- Worked with the marketing and creative departments to rebrand their U.S. financial materials after a merger

REEBOK (FREELANCE), Boston, MA
Graphic Designer/Production Artist

2007

- Laid out and designed product catalogs

STRAYER UNIVERSITY, Arlington, VA
Senior Production Artist

2003-2007

- Managed and produced modular University Catalog and Viewbook for 47 campuses in 11 different states
- Collaborated with marketing staff to produce timely and comprehensive quarterly materials
- Utilized my understanding of marketing strategy, as well as copy/design integration, to organize information effectively and consistently
- Produced materials with significantly more impact on viewer resulting in more leads generated for the university
- Maintained records of action and routed projects through the multi step approval process efficiently
- Consulted with outside print vendors to trouble shoot design to maximize on-press efficiency
- Prepared files for press for all print materials
- Researched and implemented internal Mac hardware, software and training needs for marketing department
- Implemented and maintained OS X Server for Marketing Department
- Setup and maintained five Mac computers and various peripherals which reduced downtime and increased efficiency

EDUCATION

BOSTON UNIVERSITY, CENTER FOR DIGITAL IMAGING ARTS, Boston, MA

- Certification in Photography

THE AMERICAN UNIVERSITY, Washington, DC

- Bachelor of Arts, International Relations

UNIVERSITY OF KOBENHAVN, Copenhagen, Denmark

- Semester Abroad, Marine Environmental Studies