

Jared Christopher Peck

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Work Experience

Production Art Manager – Laser Reproductions, Inc.

2019 - 2022

Skokie, IL

- + Create custom artwork, graphics, layouts & designs
- + Manage print production & sublimation orders for specialty products
- + Maintenance & daily upkeep procedures for all print & sublimation equipment
- + Develop & maintain new client database with print-ready graphics to maximize efficiency for high frequency orders
- + Train new staff on daily operation procedures
- + Provide customer service & supervise shipping & delivery process

Lead Graphic Designer & Laser Engraver – Russell's Trophies and Engraving

2016 - 2019

Des Moines, IA

- + Created custom artwork, graphics, layouts, & designs for printing & engraving projects
- + Operated engraving laser on materials including: wood, plastic, metals, & glass.
- + Calculated measurements for precision cutting & ensured laser safety protocols in compliance with OSHA standards
- + Developed & managed production of projects using sublimation heat press & sandblaster
- + Self-managed & completed daily digital art & engraving projects often with 1-day turn-around (or shorter) deadlines
- + Oversaw customer orders & provided customer service

Digital Print Specialist – NJCPrinting

2014 - 2015

St. Louis, MO

- + Managed daily production of flyers, brochures, booklets, business cards, banners & other promotional print materials
- + Self-managed print projects for rush orders with 1-day turnaround
- + Organized & utilized customer-supplied images to create print-ready files for print projects
- + Provided customer service & supervised order & delivery process for clients throughout the St. Louis region

Graphic Designer – FacilisGroup

2013 - 2014

St. Louis, MO

- + Created & developed production-ready artwork, product previews, & original artwork designs
- + Designed logos, advertisements & layouts for promotional products
- + Provided graphic services to >100 clients from >20 different agencies across the U.S. & Canada
- + Managed multiple jobs under strict deadlines & guidelines
- + Communicated daily with clientele & created projects based on their direct specifications

Interpretive Specialist – King County Housing Authority AmeriCorps

2011 - 2012

SeaTac Area State Parks Seattle, WA

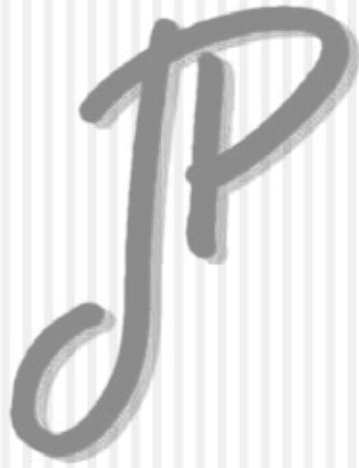
- + Organized & implemented Earth Day Fair attended by 400 students including vendor management & volunteer coordination
- + Designed park promotional materials & handled media relations
- + Designed & created self-guided tour signage & historical brochures on the Civilian Conservation Corps & the construction of Washington State Parks
- + Led school group tours & provided environmental & historical interpretation at Dash Point & Saltwater State Parks

Graphic Design Intern – Signs and Designs

2010

Mt. Pleasant, IA

- + Designed & printed signs & logos for local businesses
- + Developed & created large format prints & vinyl vehicle wraps
- + Managed customer service & financial transactions
- + Designed & launched company website



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Additional Skills

- + Proficient with PC and Mac
- + Proficient and highly skilled with design software, including:
 - + Adobe Photoshop
 - + Adobe Illustrator
 - + Adobe Premiere
 - + InDesign/Quark
 - + Dreamweaver
 - + Corel Draw Pro
- + Microsoft Office Suite
- + HTML/CSS
- + Digital Preflight
- + Drawing & painting
- + Commercial art
- + 2D Animation
- + Large Format Printing
- + Engraving Equipment (Laser, Diamond Drag, etc.)
- + Full Color Ink Printing using heat transfer method with variety of materials
- + CNC Woodcutting

Education

SOUTHEASTERN COMMUNITY COLLEGE *May 2011*

Associate of Science Degree: Graphic Design and Communications West Burlington, IA

References

Availabe Upon Request