

## Contact

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Where Design & Purpose Meet

## Employment History

April 2016-Present

*Kevin Smith Graphic Design*

– Senior Designer

May 2011 –April 2016

*Casto Communications*

– Graphic Designer

Oct 2004 - Jan 2012

*On The Level*

–Owner

Mar 1983 - Oct 2004

*U.S. Navy*

–Graphic Designer

–Senior Enlisted Advisor

–Instructor

–Nuclear Plant Operator

## Software Expertise

–Adobe Illustrator

–Adobe InDesign

–Adobe Photoshop

–Adobe Acrobat XI Pro

–Adobe Bridge

–Adobe After Effects

–Adobe Dreamweaver

–Microsoft Word

–Microsoft Excel

–Microsoft Power Point

## Highlights of Qualifications

- Proven ability to efficiently and effectively work independently and in team environments
- Willing to learn and take direction
- Dedicated to quality assurance and attention to detail
- Exceptional customer service skills
- Successfully coordinate, plan and integrate with vendors, companies and organizations
- Effective subcontractor management skills
- Proven track record as a successful teacher and trainer
- Self-motivated and confident with making independent decisions
- Organized, dedicated to meeting deadlines
- Ability to work within strict time constraints
- Unquestionable loyalty and integrity

## Professional Experience

### Graphic Design

- 23 years designing publications, training plans and infographics for Naval Nuclear Power
- Contract design of marketing collateral representing diverse industries and clients
- Ability to efficiently edit and proof copy

### Small Business Owner

- Successfully operate a small business for over ten years
- Hire and manage subcontractors, vendors and staff
- Research and execution of marketing/advertising/public relations/branding strategies

### Awards and Accomplishments

- National Student Advertising Competition 2016 Team Member
- Navy Marine Corps Commendation Medal
- Six Navy Marine Corps Achievement Medals for Outstanding Personal Performance
- Six Navy Good Conduct Awards for Fidelity, Zeal and Obedience
- Meritorious Outstanding Volunteer Service Medal
- Master Training Specialist
- Selected as Instructor of the Year for Naval Nuclear Power Training Command
- Transition Control Officer - Naval Nuclear Power Training Command

## Education

B. F. A. Graphic & Web Design-Concentration: Graphic Design, June 2016