

Cindi Dowdle

GRAPHIC DESIGNER

PROFESSIONAL PROFILE

Highly creative and multitalented Graphic Designer with extensive experience in marketing and print design. Exceptional interpersonal skills; dynamic team player with well-developed written and verbal communication abilities. Highly skilled in client and vendor relations and negotiations; talented at building and maintaining "win-win" partnerships. Passionate and inventive creator of innovative marketing strategies and campaigns; accustomed to performing in deadline driven environments with an emphasis on working within budget requirements.



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WWW.CINDIDOWDLE.COM



Atlanta, Georgia

Education

Bachelor of Arts
University of Georgia, Athens, GA
1988-1992

Creative Experience

Logos | Business Cards
Brochures | Postcards | Posters
Letterhead | Envelopes
Doorhangers | Signs | Banners
Presentation Folders
Direct Mail Marketing
Catalogs | Newsletters
Booklets

WORK EXPERIENCE

GRAPHIC DESIGNER

Atlanta AdGraphics, LLC | Lawrenceville, GA | 2004 - Present

Successfully manage and coordinate graphic design projects from concept through completion. Work closely with clients to create vision, conceive designs, and consistently meet deadlines and requirements. Find solutions to fit each client's needs while remaining within their budget. Expertly convert features to benefits to achieve client objectives. Manage operational, strategic, financial, quote/bid, staffing, and administrative functions.

GRAPHIC DESIGNER

Atlanta Advertising & Marketing, Inc. | Duluth, GA | 1992 - 2004

Maintained brand identity across multiple brands. Generated concepts and followed through to production. Designed everything from menus to Employee Handbook to Monthly Coupon Mail & Newspaper Inserts for a 100+ franchise pizza chain. Excellent written and verbal communication skills.

RECEPTIONIST | FLOATING FILL-IN

Lenox Dodge | Atlanta, GA | Summers 1989-1992

Answered a 10-line phone system in a timely manner and directed calls to the correct office or department. Answered general questions and provided directions. Provided customer service to all callers. As a float, filled in to help with the tax, tag & title role, as well as cashier, when those employees were on vacation.

Skills

Adobe Photoshop



Adobe Illustrator



Adobe InDesign



Adobe Acrobat



Social Marketing



Interests

Reading

Travel

Georgia Football

Cooking & Baking

Languages

English (native)



EXPERIENCE CONTINUED

ADMINISTRATIVE ASSISTANT

McKesson Pharmaceuticals | Norcross, GA | Summer 1989

Provided comprehensive administrative support for executive-level staff. Developed and maintained administrative process to achieve organizational objectives as well as to improve accuracy and efficiency. Coordinated travel schedules and appointments for 3 top-level executives. Assisted other administrative personnel with filing, scheduling and sending reports to corporate office in San Francisco.

REFERENCES



TAMMY DILLS

MEMBER

Atlanta AdGraphics

770-497-9460

tdills@atlantaadgraphics.com



JOHN LEHMBERG

OWNER

Make It Loud Web Design

770-655-2895

john@makeitloud.net

GET IN TOUCH

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