

# TOM

## EMPLOYMENT **TIME LINE:**

**03/88-02/94**

**MIDDLETON  
& DOUBLE DESIGN  
CONSULTANTS**

Mississauga, Toronto

Graphic Designer

**DUTIES:**

- › Participated with Creative Director/partner on creative and all forms of production
- › Designed and produced: annual reports, corporate brochures, newsletters

**CLIENTS:**

- › Campbell, Godfrey & Lewtas
- › CHSN
- › Hewlett-Packard
- › INCO
- › Laventhol & Horwath

**05/94-09/01**

**DP&D  
COMMUNICATIONS**

Mississauga

Graphic Designer/Art Director

**DUTIES:**

- › Responsible for creative from initial project brief to delivery of final artwork
- › Participated in initial creative to clients and on an ongoing basis during the project cycle
- › Attend on-site photo shoots working with client and photographer
- › Designed and produced: annual reports, corporate brochures, newsletters

**CLIENTS:**

- › CIBC
- › Horizon Holidays of Canada
- › Praxair Canada
- › The Regional Municipality of York

**02/02-PRESENT**

**EMERSON DESIGN**

Toronto, Mississauga

Graphic Designer/Art Director

**DUTIES:**

- › Participate in initial project briefing. Responsible for creative through all stages of project cycle from print production to electronic PDF applications
- › Work to ensure all client objectives are on-target and fulfilled
- › Learn and observe corporate brand standards when applicable
- › Proof copy for brand 'voice' compliance when applicable
- › Search online brandsite photography
- › Create/post/send PDFs for client review/approval during all stages of project cycle
- › Design and produce: marketing material, newsletters, annual reports, identity

**CLIENTS:**

- › Emerson Design
- › Federal Express Canada Ltd.
- › Lombard Canada Ltd.
- › Walt Disney

## EDUCATION **BACKGROUND:**

**1984-1987**

**SHERIDAN COLLEGE OF APPLIED ARTS  
& TECHNOLOGY**

Visual Arts — Graphic Design Program

## ACADEMIC **RECOGNITION:**

**1987** Sheridan College Board of Governors' Award

- › Top honours graduate

**1986** Heinz-Jordan Award

- › Second year outstanding academic achievement

**1985** Loomis & Toles Award

- › First year outstanding academic achievement

## CREATIVE

### **STRENGTHS:**

- › Creative
- › Dependable
- › Detail-oriented
- › Patient
- › Strong communication skills
- › Strong typography skills

## PROFESSIONAL COMPLIMENTS

### **& REFERENCES:**

- › Available upon request

## TECHNICAL

### **ABILITIES:**

- › Adobe Acrobat Professional
- › Adobe Illustrator CS 4
- › Adobe InDesign CS 3
- › Adobe Photoshop CS 3
- › Quark XPress 4

## PROFESSIONAL MEMBERSHIPS:

- › Registered Graphic Designers of Ontario, 2010