

BD

BARBARA
DUBOIS
GRAPHIC
DESIGN

BARBARA DuBOIS

www.barbdubois.com

info@barbdubois.com

Tacoma, Washington

Resourceful, flexible, and productive graphic arts professional with diverse experience in graphic design, prepress and print production, digital design, and fine arts environments. Proven proficiency in creative problem-solving, project management and prioritization, and vendor coordination. Strong interpersonal, collaborative, and technical skills.

software skills

Proficient on Mac and PC in Adobe Creative Suite: advanced skills in Photoshop, Illustrator, InDesign, with intermediate experience in Premiere Pro, After Effects, and Dreamweaver; working knowledge of Wordpress and Microsoft Office Suite.

experience

4/20-present **Freelance Graphic Designer**

7/15 - 4/20 **Chihuly Studio, Photography and Registration Assistant**

- digital image editing: image selection and grading, color correction, exposure adjustment, retouching/compositing, file organization and archiving
- DSLR photography of flat art and assist with other studio and location shoots: artwork setup, lighting adjustment, setup/breakdown of studio and location space
- design and management of studio photo request form and database worksheet
- registration of artworks, creation or update of database record
- generation and tracking of artwork transfers, orders, and returns
- inventory and auditing of artworks
- art handling, packaging, mockups, installation, and deinstallation

9/09 - 7/15 **Museum of Glass, Graphic Design and Art Installation**

- design and layout of exhibit prospectuses and other marketing materials
- design and installation of exhibit signage, photo panels, and vinyl signage
- installation and deinstallation of artworks

8/11 - 4/13 **Computer Sciences Corporation, Graphic Designer, JBLM**

- design and layout of logos, printed materials, banners and signage
- output, mounting, and production of large format display items
- inventory control and purchase order processing for media and consumables

6/10 - 9/10 **Washington State History Museum, Graphic Design Internship**

- designed suite of marketing materials for 2010 PNW Arts and Crafts exhibition: postcard, poster, magazine cover, web ads, lobby banners
- redesigned facility rental print ad and information packet

2/02 - 3/09 **Chihuly, Inc., Registrar/Digital Image Editor**

- cataloged artworks, created or updated database registration
- edited digital studio images: corrected color, adjusted levels and exposures
- developed and maintained image archive system
- authored digital imaging manual and trained colleagues in procedures
- art handling, packaging, mockups, installation, and deinstallation

7/95 - 1/02 **Print NW/Quebecor, Graphic Designer/Prepress Technician**

- designed CD labels, packaging, and publications
- scanned and edited line art and photos
- performed preflights, reformatting, and imposition of files for output to imagesetter
- consulted with clients regarding design, editing, production, and proofs
- developed and maintained CD file management and archive system

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7/87 - 7/95 **Printworks/Cascade Printing, Graphic Designer/Production Artist**

- designed wide variety of print projects and prepared files for output and printing
- project management duties included updating daily job schedule, conducting production status meetings, contacting vendors, and placing paper orders
- supervised and delegated to intern for eighteen months; resolved production issues in absence of owner and production manager

education

9/09 - 6/11 Pierce College, Associate of Arts in Digital Design
Phi Theta Kappa Honor Society, 3.97 GPA
Student projects featured on PierceTV

achievements

- composited digital image of Chihuly ikebana featured in Art New England magazine (July/August 2016 edition, back cover ad for Schantz Galleries)
- book design for Joseph Rossano 2015 exhibit, *Vanity*, at Museum of Glass; created informational web pages for each piece in exhibit, linked to QR codes
- honored by Lt. Col. Jennifer McCleve of 446th Aeromedical Staging Squadron, USAFR, JBLM, for 2012 update/redesign of unit informational boards
- creation of promotional marketing suite for 2010 Pacific Northwest Arts & Crafts exhibition at Washington State History Museum, including lobby banners; redesign of facilities promotional package
- exhibit signage for original 2009 Kids Design Glass exhibition at Museum of Glass