

justine schmauder

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EDUCATION **James Madison University, May 2007**

B.A. in Corporate Communication, School of Media Arts & Design
Dean's List, Fall 2005, Spring 2007

WORK EXPERIENCE **Senior Graphic Designer, Leidos (Company split from SAIC), Reston, VA, 2014-Present**

- » Design all new templates reflecting the new brand for designers and employees to utilize, including booth graphics, PowerPoint templates, factsheets, whitepapers, ads, etc.
- » Develop the brand manual with guidelines for all employees to follow
- » Create all deliverables single-handedly for the Division Managers Offsite and Leadership Summit as well as provide on-site support
- » Transform and update all old materials to the new brand during the transition and after the company split

Senior Graphic Designer, SAIC, McLean, VA, 2007-2014

- » Conceptualize and design graphics for iPad applications, logos, posters, advertisements, brochures, large format signage, PowerPoint presentations, and other deliverables for proposals, campaigns and tradeshow on deadline and under budget
- » Project manager for multiple high-level jobs for clients such as the DoD, including a \$68K project with over 300 information graphics; create initial theme graphics and material templates, create/maintain campaign estimate and budget, manage staff of designers, review/approve all final materials, coordinate printing, shipping and installation of final prints
- » Create variety of themed material for annual high-level projects such as the Executive Leadership Week, Investors Conference and the AUSA Annual Conference
- » Establish and manage relationships with external print vendors; negotiate pricing and coordinate print production
- » Provide on-call support directly for the CEO and executive level personnel
- » Act as brand ambassador, reinforcing brand identity and promoting brand guidelines
- » Associate producer for several corporate marketing films; manage casting, catering, billing, client and crew communications, secure film locations and create/maintain the production booklet
- » Assist the video team with minor video editing, applying makeup for actors and acting in video shoots

Creative Services Intern, Nautica/VF Sportswear, Manhattan, NY, 2007

- » Assisted creative director with various design projects, created page layouts, prepared files for printers, made copy edits, and organized, scanned and archived images for reference
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SKILLS Proficient in Mac and PC operating systems, Microsoft Word, Microsoft Power Point, Photoshop CC, Illustrator CC, and InDesign CC. Knowledgeable in Adobe Digital Publisher, Microsoft Excel and FinalCutPro. Conversant in French.

REFERENCES Available upon request.