

HIGHEST CALIBER GRAPHICS BY STEVE NEWING

**Media Studio Production Specialist, Art Director, Studio Manager,
Pre-Press Operator and Commercial Graphic Artist with
International UK & USA Experience**

To whom it may concern;

Dear Sir or Madam,

I would like to take this opportunity to introduce myself to your company.

I am currently seeking full time employment with a strong and successful company looking for an enthusiastic, driven, experienced and highly skilled computer graphics professional.

I have practical experience using a wide range of software packages including Adobe Illustrator, Photoshop, InDesign, Acrobat, Framemaker, QuarkXPress, Microsoft PowerPoint, Word, Visio and a wide range of other graphics programs in both the Mac and Windows environment.

My skill base includes creating and developing graphic designs from inception to publishing, the operation of scanners, digital printers (of all types including large format), digital cameras and CD/DVD/Blu-ray burners. I am confident maintaining and upgrading computer hardware and software including troubleshooting, adding memory, undertaking system analysis etc.

My working background consists of many years' experience within the graphic arts industry (pre and post computerisation), working in art, printing and marketing departments, inside print, creative, manufacturing, educational and publishing environments.

I have experience working alone, as part of a team and leading and performance managing a team of staff.

My objective is to bring to your business my many years of national & international experience of providing a high quality graphics service, which will be an asset to your company and help your business to meet and exceed its goals.

I give 100% commitment, loyalty and effort 100% of the time. I am seeking an employer who appreciates the value of committed employees and is looking to employ a talented, flexible, individual who shares your desire to achieve excellence in a cost driven environment.

I very much appreciate this opportunity to register my Curriculum Vitae with your organisation.

Faithfully,

Steve Newing.

LONDON: 9 Warepoint Drive, Thamesmead, London SE28 OHF • phone: 0203 715 0262 • mobile: 0797 430 3971

WALES: 13 Heol y Glyn, Cymmer, Port Talbot, West Glamorgan SA13 3NA • phone: 0163 941 5927

email: steve.newing@hotmail.com • web: [stevenewinghcg.weebly.com](http://www.stevenewinghcg.weebly.com)

linked in: <http://www.linkedin.com/pub/steve-newing/51/b48/410> • skype: [steve.newing](https://www.skype.com/user/steve.newing)



HIGHEST CALIBER GRAPHICS BY STEVE NEWING

Freelance Graphic Artist/Designer, Website, Web Blast Designer and Creator, HIGHEST CALIBER GRAPHICS.

London & Wales, UK. July 2014-Present

Senior Graphic Artist, Print and Web, Webmaster and Internet Marketing, TG PRINT & DESIGN.

The Royal Woolwich Arsenal, London, UK. March 2014-July 2014

Freelance Graphic Artist, Website, Web Blast Designer and Creator, HIGHEST CALIBER GRAPHICS.

Winooski, Vermont, USA. & London, UK. March 2012-March 2014

Graphic Designer, Customer Service Representative, Senior Digital Output Specialist Large Format Included, Project Manager, HARD COPY DIGITAL.

Burlington, Vermont, USA. August 2004-March 2012

Finishing and binding all types, cutting, folding, laminating, deliveries and pick ups, customer service representative, operator training, IT support and full operation of the Quickbooks billing and invoicing system.

Customer Service Representative, Digital Output Specialist, Design and Pre-Press, ALPHA GRAPHICS.

South Burlington, Vermont, USA. June 2003-July 2004

Basic design and digital output, running the cash register, cutting, folding, binding and general print finishing duties.

Graphic Artist/Designer, Customer Service, Print Finisher, Production Manager, TAFT CORNERS/TOWER HILL PRINT & COPY.

Williston and Colchester Vermont, USA. April 2002-June 2003

Graphic art and design production, customer service representative, digital output specialist, digital file management, print finishing, production management and morning manager at Colchester.

Senior Production Artist, HILL ASSOCIATES®.

Colchester, Vermont, USA. March 2001-April 2002

Graphic creation for print and electronic delivery using Powerpoint, Frame, Illustrator, QuarkXpress and Photoshop, in both Mac & PC environments. Department revitalisation and project management, e-learning graphics and CD-ROM presentations, IT and equipment maintenance, departmental co-ordination within Hill Associates.

Freelance Graphic Artist, Apple Computer Systems Advisor, Printing Industry Consultation, HIGHEST CALIBER GRAPHICS.

South Burlington, Vermont, USA. November 1997-March 2001

Clients included: Jager Di Paola Kemp Design, Burton Snowboards, Hill Associates and The Franklin Press Inc.

Art Director & Macintosh Computer Artist, DESIGNERS CIRCLE, A DIVISION OF SANDORA INDUSTRIES.

Swanton Vermont, USA. October 1995-November 1997

Art Director in full charge of artists, dark room staff, inter departmental co-ordination, administration between Montreal and New York, NY offices, work flow, scheduling, recruitment, interviewing, training, sales liaison, Mac systems management and technical graphic services. Increased Production by 50% after revitalising the department.

Macintosh art work and design production, proficient in Photoshop and advanced Illustrator, QuarkXpress. Network management and administration, computer Mac OS systems management, computer maintenance, troubleshooting, full computer and associated hardware, software installation. Negative film production via an Alan Rip PC fronted system. Print problem solution, trap, bleed, screens, colour Key production, colour and colour separation.

Mechanical & Computer Artist, BERTEK SYSTEMS INC. A SUBSIDIARY OF MYLAN PHARMACEUTICALS.

(ISO 9002 Certification Applied For) Swanton Vermont, USA. August 1994-October 1995

Traditional mechanical and Mac computer graphic artist. Duties included job trafficking, administration and work distribution, running the art department in the art directors absence. Mac experience Included operating various Mac terminals. I am well versed in the operation of various internal and external drives, scanners. Laser printers and high definition image setters as well as troubleshooting, maintenance and the addition of memory boards, ROM chips etc.

Apple Computer Training, Illustrator, Page Maker and Photoshop, RENKERT CAREER SERVICES.

South Burlington, Vermont, USA. January 1994-July 1994

Studio Manager, Graphic Artist and Pre-Press Consultant, MITCHELLS PRINTING LIMITED.

West Wickham, Kent, UK. August 1983-October 1993, Left for USA November 1993

mechanical graphic creation for print, staff management and freelance contracting, job trafficking and production management while implementing new scheduling procedures, pre-press supervisor with press checking and print and press check supervision.

EDUCATION: SOUTH EAST LONDON TECHNICAL SCHOOL, Deptford, London, UK

Bachelor's Degree Level Technical Applications For Commercial Graphic & Spatial Design.

CERTIFICATES & PROOF OF TECHNICAL QUALIFICATIONS: ART'O'LEVEL (Intermediate & Advanced Rating). TECHNICAL DRAWING C. S. E. Grade 1 (Expert Level).

ENGLISH C. S. E. Grade 1 (Technical Writing, Copy Creating Intermediate Level).

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