



# Kim Althen

## Graphic Designer

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### Qualifications Profile

I exploit the fine line between my design sense and the need to flexibly interpret my customer's, vision to create products of consistently high quality.

### Platforms & Applications

\* TCG tested proficiency - expert

Mac OS	Adobe InDesign*	Adobe Photoshop*	Dreamweaver / HTML
Windows	QuarkXPress*	Adobe Illustrator*	Adobe Flash
Unix	Microsoft Office Suite	Adobe Fireworks	Adobe Acrobat / EID

### Skills & Abilities

- Ability to create within brand standards and ensure visual merchandising consistency is upheld.
- Ability to work efficiently under pressure, managing multiple projects simultaneously.
- Ability to analyze needs and product requirements to create a design.
- Ability to work and communicate effectively with internal and external clients.
- Ability to prepare files to meet the technical aspects required for digital/offset printing.
- Ability to create within tight time lines and budgets.
- Ability to provide graphic solutions as well as day-to-day project management.
- Ability to coordinate and negotiate with vendors, ensuring schedules, quality and minimal costs.
- Expert knowledge of design techniques, tools, and principles for print and electronic media.

### Experience & Accomplishments

#### **3 Blocks Off Broadway; P.O. Box 100653, Denver, CO 80250-0653**

#### **Freelance Graphic Designer (1986-contract with TSP ended 11/09)**

Successfully manage and coordinate graphic design projects from concept through completion. Work with clients to analyze needs and project requirements to create design. Coordinate with vendors to meet project requirements. Review proofs, suggest improvements and present final layout for approval. Manage all operational, strategic, financial, quote/bid, scheduling and administrative functions.

#### *Key Achievements:*

- Art Directed and produced catalog for a children's ski wear outlet helping to make them an icon in Breckenridge, Colorado.

#### **SprintPress Denver; 4999 Kingston St., Denver, CO 80239 • (303) 371-0566**

#### **Digital Pre-Press (11/95-10/05)**

Helped to increase productivity by implementing standard procedures and training methods to increase efficiency and job throughput. Provided customer support on the most current technological tools.

Solved problems that affected the quality of the printed piece.

- Consistently recognized for innovative ideas and knowledge of applications.

#### **RE/MAX International; 8390 E. Crescent Pkwy., Greenwood Village, CO 80111 • (303) 770-5531**

#### **Graphic Designer/Marketing Production Coordinator (4/92-12/94)**

Successfully translated subject matter into concrete design for newsletters, promotional materials and sales collateral. Promoted to Marketing Production Coordinator; Created design theme and graphics for marketing and sales presentations, videos and interactive materials for the Relocation Department, maintaining a strongly recognized brand standard.

- Provided graphic design support to both headquarter and field offices, establishing trusting relationships with key clients.

#### **Cable Publishing Group; 8878 S. Barrons Blvd., Highlands Ranch, CO 80129 • (303) 470-4000**

#### **Contract Graphic Designer (1986-05/92)**

Collaborated with creative team on production of CED and CableVision, four color slick magazines with a highly technical readership. Responsibilities included production, story layout and occasionally illustration and trafficking ads.

### Education & Honors

Platt College; Aurora, Colorado; Graphic Design; Graduated with Highest honors  
Colorado Christian University – KWBI-41; Television Broadcasting

### Portfolio

<http://3blksoffbdwy.com>