

MICHAEL A. GARCIA

PowerPoint, Word, Prezi, Adobe CC
(Photoshop, Illustrator, InDesign, Dreamweaver)

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SUMMARY

15+ years experience as a senior graphic designer, print lead and PowerPoint/Prezi expert. Print collateral highlights: invitations, sell sheets, brochures, booklets, CD/DVD packaging, and oversize signage. Advanced expertise designing high-end PowerPoint decks. I also have a special talent for designing RFP proposals in MS Word and PowerPoint. Seeking contract and contract-to-hire work.

Having worked many years for high profile corporate clients, I understand and appreciate this hectic and often exciting business of corporate graphic design. I know what it is to work hard. When I accept a project I commit myself to a high degree of artistic excellence and technical proficiency. I'm professional and courteous with everyone and I frequently manage my work beyond a client's expectations. When you need a presentation expert, a print designer, or MS Word guru, I'm a good guy to have around.

COMPUTER SKILLS AND RESOURCES

I have my own **MacBook Pro** running Lion OS X Version 10.7.5, with **Parallels** software allowing me to run **Windows 7** simultaneously. **MS Office 2010** (*Expert-level with PowerPoint and Word*), **Prezi**, **Adobe CC (Photoshop, Illustrator, InDesign, Dreamweaver)**. I am well equipped to work from home or I can set up for you onsite.

FREELANCE EXPERIENCE

June 2006 to Present

Freelance Presentation Specialist

Since June of 2006, I have built a contract business assisting clients with their presentation and print design needs. My freelance clients include:

Quicksilver Associates

McDonalds Corporation

Q-Center Creative

Baxter Corporation Inc.

The Nature Conservancy

StudioNorth

Million Dollar Round Table

Double Take Design

New Control LLC

WORK HISTORY

Quicksilver Associates

September 2003 to May 2006

Senior Graphic Designer/Print Collateral

Assisted as the lead print designer for Accenture-based projects. Supported the team with multiple print design efforts including posters, brochures, proposals, CD/DVD packaging, banner and signage design, plus silkscreen design for specialty items. Designed and ran high-end PowerPoint presentations incorporating animation, audio, and video links.

Accenture

March 1997 to September 2003

Senior Graphic Designer/Print Collateral Lead for

Accenture's Creative Services Graphic Design Team in Chicago

The Print Collateral Lead monitored the work of in-house Accenture designers to ensure that the company's brand standards were rigorously met. I also designed client-facing print collateral including newsletters, brochures, invitations, PowerPoint presentations, posters, and booklets. I was the exclusive designer for the Global Events collateral for the Accenture-sponsored World Golf Championships (invitations, programs, customized packaging, promotional merchandise, etc.).

McDougal, Littell

April 1988 to May 1994

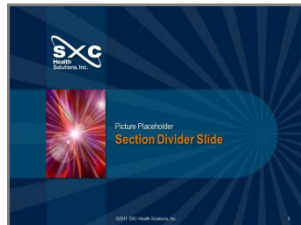
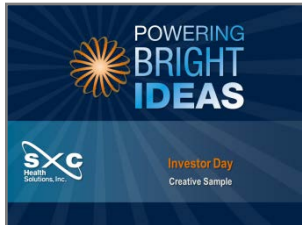
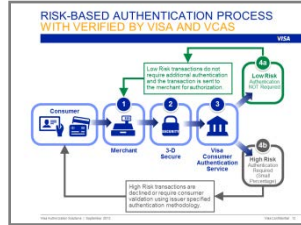
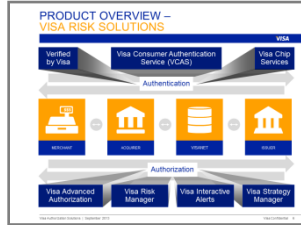
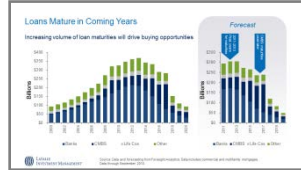
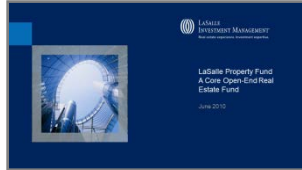
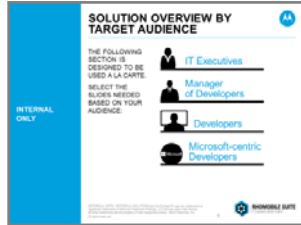
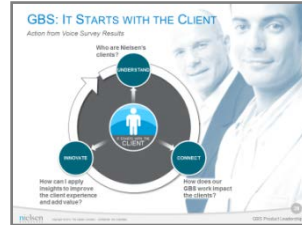
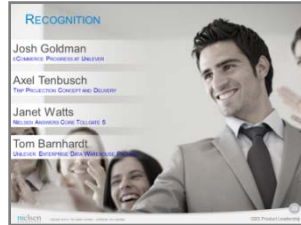
Word Processing/Desktop Publishing

Marketing collateral support, primarily in the production of textbook requirement correlations.

Click on the
slide images
to download a
PDF sample.

POWERPOINT

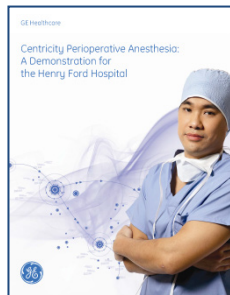
PC-2010/MAC-2011



PREZI

Fiduciary Planning : Steele Communications
The Future of Farming : Corporate meeting Presentation
Interview Prep 101 : Preparing for a Job Interview
The Client Promise : Journey through the Client Promise story
High Tech Service Announcement : Transition of services
The Home Story : Home entertainment comes of age
Employer Group Meeting : Companywide meeting
New On The Horizon : New technology announcement

WORD 2010



Agenda Leaflet
(11 in. x 17 in./folded)
Print piece editable in MS Word.



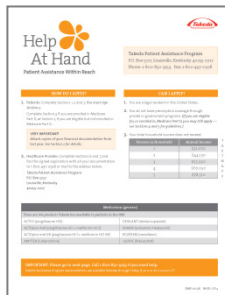
2-Page Newsletter Formats
A pre-designed template that the user can edit in MS Word.



58-Page Report
A formal corporate responsibility report



3-Page Print Piece
Layout duplicates an InDesign spread. Editable in MS Word.



4-Page Form
The user can fill in and save this PDF. Editable in MS Word.



2-Page Brochure
An informational brochure available on company's website.