

TERRANCE J PAYNE

5052 Jackson Road #17
Apison, Tennessee 37302
423-236-4168

EXPERIENCE

PBI Printing, Ringgold, Georgia

PrePress Manager & Customer Sales Representative • June 23, 2003 to September 15, 2003

Responsible for managing customer publication orders for printing— creating job tickets, ordering required materials, coordinating workflow, preflight files, delegating work, and processing files.

Generated new sales for printing by promoting graphic design as a service to customers. Created sale quotes for customers, when requested.

Mason County Shelton Journal, Shelton, Washington

Computer Ad Layout & Computer System Manager • December 13, 2001 to March 7, 2002

Produced newspaper advertisements for various businesses. Responsible for typesetting, scanning, adjusting photos, building logos, preparing color separations, etc. Provided computer technical support for Macintosh network. Responsible for trouble shooting problems, backing up server and workstations, software installation, etc.

The College Press, Collegedale, Tennessee

Graphics Technician • July 5, 1995 to January 28, 2000

Created layout and design for customers' publishing needs. Prepared publications for outputting to film—scanned images, made color corrections, set trapping when applicable and output proofs. Postscripted and impositioned pages for printing to an image setter and processed film for stripping. Made blue line proofs, match prints and metal plates for jobs. Operated Macintosh and IBM compatible computers.

Provided technical support for customers' publishing needs and when appropriate made suggestions for cost saving measures that they could employ when creating their draft documents.

Learned all programs and procedures for PrePress and Darkroom departments enabling smoother workflow during heavy traffic periods and employee absences.

Southern College, Collegedale, Tennessee

Mac Lab Assistant • January 9, 1996 to April 28, 1996

Supervised Southern College's Macintosh computer lab. Assisted students with questions or problems related to programs and/or technical issues. Responsible for opening, administering, and securing the lab.

Union College, Lincoln, Nebraska

Unicom Editor • August 18, 1994 to May 6, 1995

Editor of school newsletter covering events on campus. Created a new banner and layout for newsletter. Designed advertisements for Associated Student Body activities and other special occasions. Created a comic for Union College's Fall 1994 *Cord* magazine.

Poway News Chieftain, Poway, California

Graphic Artist (Apprenticeship) • June 9, 1994 to August 1, 1994

Designed Advertisements for the Pomerado News Group (Poway News Chieftain, Penasquitos News, Ramona Sentinel, and RB Journal *and* Rancho Magazine) using Macintosh Computers. Studied and utilized graphics software *Adobe Photoshop 3.0*, *Adobe Illustrator 5.5*, *Quark XPress 3.2*, *and AD speed*.

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SKILLS

ART STUDIES

Drawing Composition I & II

Charcoal, pencil, and pen & ink

Basic Drawing for Commercial Art

Pencil, PrismaColor Pencil, and pen & ink

Marker Rendering Techniques II

Charcoal, pencil, and pen & ink

Illustration Techniques II

Mixed media

Water Color

Color Theory

Graphic Design I & II

Pencil, pen & ink, marker, acrylic paint,
and foam core board

Sculpture

Clay and Metal

Video Production

Camera operation, lighting techniques, video editing

HARDWARE

Fuji FC3050 ImageSetter (20"x 24")

KM C3130 —Full Color Digital Imaging

KM 6230—Digital Document Management

KM 4850w (36"x237"— (4D-7D blueprints))

Epson Stylus 9600 (44"x100'—7colors)

SOFTWARE

Print

- Quark Xpress 6
- Adobe InDesign 2
- Adobe PageMaker 6.5
- Adobe Photoshop 6
- Adobe Illustrator 8
- MacroMedia Freehand 8
- MetaCreations Painter 5.5
- Microsoft Word 97

Web

- HTML
- JavaScript
- Microsoft FrontPage 2000
- MacroMedia Dreamweaver 2

Multi Media

- MacroMedia Director 4
- Strata StudioPro 1.7
- Ray Dream Studio 5

Utilities

- Adobe Acrobat 6
- Adobe Streamline
- DK&A InPosition 2
- Luminous Presswise 2.5
- OmniPage Pro

EDUCATION

Bachelor of Science in Computer Graphic Design • Southern College, Collegedale, Tennessee

May 1996

Associate of Arts in General Studies • Palomar College, San Marcos, California

May 1993

Diploma of Graduation • Poway High School, Poway, California

June 1989

References available upon request