



Doris Bruey

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summary of skills

Graphic Design

- Advanced knowledge of Adobe InDesign, Photoshop, Illustrator, and Acrobat.
- Intermediate knowledge of Adobe Dreamweaver and After Effects.
- Strong sense of typography, composition, and production.
- Acted as art director on fifteen main text titles per year.
- Researched stock photo images appropriate for project use.
- Supervised the Art & Design Coordinator and freelance designers in production of traditional cover mechanicals, rendering artwork, and general preparation of print ancillaries.
- Reviewed art manuscript, solicited competitive bids, and developed style and procedures for interior book sample art.
- Designed media product packaging.

Project Management

- Acted as primary liaison between editorial and production departments for media projects.
- Advised on production plans for various media product.
- Improved the Instructor's CD-ROM product line that met and exceeded expectations.
- Directed composition house production of overhead transparency and slide set product electronically which resulted in 50% savings in production costs.
- Acted as production manager on two main text titles per year.
- Negotiated production scale pricing with vendors to streamline vendor production costs.
- Communicated with vendors and internal customers to ensure attainment of product goals.
- Oversaw production on the leading physics text—Serway: *Physics for Scientists and Engineers*, 6/e.
- Managed 100–200 media projects per year.

Other

- Skilled with Microsoft Office programs.
- Developed media department functions with the assistance of the Director of EDP.
- Worked with the Director of EDP to apply desktop programs into other departments.
- Participated in author signing meetings.
- Acted as print buyer on 43 Medicare government program projects within a 3 month period.
- Provided consultation on publishing topics.
- Supervised print procurement manager's request for pricing project.
- Established FTP procedures to upload printer files.
- Initiated and implemented vendor performance database.
- Identified and researched professional artists related to the instructional topic.
- Coached students with computer issues and applying design software required for projects.
- Compiled handouts and led demonstrations on specific tools, processes and techniques required for student projects.
- Led critique discussions analyzing student work and made suggestions for improvement in conjunction with the professor.

professional experience

Graphic Designer

DB Graphic Design Services–Sewell, NJ

July 2003–Present

Teaching Assistant

Rowan University–Glassboro, NJ

September 2014–December 2014

Production Policies and Procedures Consultant

Florida State College Office for Instructional Design–Jacksonville, FL

October 2011–December 2011

Print Buyer

Independence Blue Cross–Philadelphia, PA

July 2008–April 2009

Production Manager

J/B Woolsey Associates–Elkins Park, PA

September 2002–June 2003

Senior Production Manager-Media

Harcourt College Publishers–Philadelphia, PA

December 1999–June 2002

Production Manager-Media

Harcourt College Publishers–Philadelphia, PA

January 1993–December 1999

Associate Art Director

Saunders College Publishing–Philadelphia, PA

April 1987–January 1993

higher education

Rowan University, Glassboro, New Jersey

BFA, Specialization in Graphic Design; Minor in Art History

GPA: 3.958

Graduation: December 2014

Moore College of Art and Design, Philadelphia, Pennsylvania

Major: Graphic Design

September 1985–December 1986

New York Institute of Technology, Old Westbury, New York

Major: Graphic Design

January 1983–December 1984

professional development

- Leadership 2000—Zenger/Miller
- Project Management I and II—Michael Dobson
- Color Management I and II—York Graphic Services
- Electronic File Preparation—York Graphic Services
- Adobe Acrobat—RR Donnelley