



Doris Bruey

737 Sedgewick Court
Sewell, New Jersey 08080

P: 856.725.2899 | **E:** dorisbruey@live.com | **W:** www.dbgraphicdesignservices.com

Linked In: www.linkedin.com/in/dorisbruey/

summary of skills

Graphic Design

- Advanced knowledge of Adobe InDesign, Photoshop, Illustrator, and Acrobat.
- Intermediate knowledge of Adobe Dreamweaver, After Effects
- Beginner/intermediate knowledge of WordPress, and Campaigner.
- Strong sense of typography, composition, and production.
- Collaborated with the marketing team to create and translate ideas into visual designs for print while maintaining corporate brand.
- 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

- Developed media department functions with the assistance of the Director of EDP.
- Acted as primary liaison between editorial and production departments for media projects.
- Advised on production plans for various media product.
- Acted as production manager on two main text titles per year.
- Acted as print buyer on 43 Medicare government program projects within a 3 month period.
- Negotiated production scale pricing with vendors to streamline vendor production costs.
- Communicated with vendors and internal customers to ensure attainment of product goals.
- Supervised print procurement manager's request for pricing project.
- Established FTP procedures to upload printer files.
- Initiated and implemented vendor performance database.

Other

- Skilled with Microsoft Office programs.
- Participated in author signing meetings.
- Provided consultation on publishing topics.
- 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

United Electric Supply—New Castle, DE
April 2017—Present

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

higher education

Rowan University, Glassboro, New Jersey

BFA, Specialization in Graphic Design; Minor in Art History
Summa Cum Laude
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