Amanda Leonard
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View my online portfolio at www.SilverWordz.com

Associates Degree for Recording Arts
Full Sail Real World Education
Graduated November 1998

Associates Degree for Digital Media
Full Sail Real World Education
Graduated October 1999
Course Director's Award for
Computer Animation II

SKILLS

- Graphic design for print using Adobe InDesign
- Photo touchup and manipulation using Adobe Photoshop
- Logo creation/touchup and vector graphic creation using Adobe Illustrator
- Portable document (PDF) creation and editing using Adobe Acrobat
- Proofing and art department workflow management using Xpance
- Working HTML and CSS knowledge, website creation using Adobe Dreamweaver
- Highly adaptable, loves learning new software and building new skills
- Extensive experience working in a highspeed and deadline driven environment with multiple clients

WORK EXPERIENCE

Highlands Today - Tampa Tribune - www.highlandstoday.com

Graphics Coordinator - June 2008 - December 2014
Advertising Artist Team Leader - July 2006 - June 2008
Graphic Designer / Artist - July 2004 - July 2006

- Layout, design, and maintenance of advertisements for daily newspaper and all special publications
- Design special section covers and in-house materials
- File management, backup and troubleshooting
- Day to day management of artist's schedules and workflow direction
- Monitor progress and ensure ads get to pagination by deadline
- Mentor artists on technical and design questions
- Basic IT troubleshooting and new user setup within Production/Prepress Department
- Interface and mediate directly with advertising sales representatives
- Responsible for training new graphic artists

Vcom3D / Seamless Solutions - www.vcom3d.com

3D Animator / Graphic Designer / Media Management - Feb 2000 - Nov 2003
Certified Internship - 3D Animator / Graphic Designer - Oct 1999 - Jan 2000

- Created and maintained over 2500 character animations utilizing 3D Studio Max
- Organized and maintained extensive animation and graphics library used in multiple products
- Designed and maintained company websites and software user interfaces
- Graphic design and image gallery development on several demos and products
- Responsible for the creation and production of numerous product related printed media