

TERRY GRIFFIN

DESIGN & ART DIRECTION

3603 Oak Hollow Circle, #302

Memphis, Tennessee 38116

(901) 345-0401 home

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tlgrif@bellsouth.net

www.terrygriffindesign.com

Qualifications Overview

Ten-plus years experience in graphic design & art direction encompassing

- Identity, marketing/collateral, editorial/publishing, and infographics.
- Management of creative departments and design projects. Successful relationships with marketers, ADs, and other design clients...in both in-house and freelance capacities.
- Graphics creation for print; file preparation & film output. Negotiation with commercial printers to produce a variety of printed materials.
- Software proficiency (Mac & PC) in major graphics applications.

Education

BFA in Graphic Design, Memphis College of Art, 1992.

Work History

The Data Company, Memphis TN. October 2002 to present.

- **Art Director (March 2003 to present).**

Work with senior AD to ensure efficient run of graphics department. Job has entailed client interfacing, creating schedules and budgets, and common administrative duties. Interface with commercial printers to ensure production quality. Have successfully accomplished goal of designing and maintaining a professional-level identity/marketing program for the company.

- **Graphic Designer (October 2002 to March 2003).**

Create information graphics—diagrams, charts, maps, timelines, etc.—in various visual formats, for courtroom use. Provide administrative/technical services to clients.

Towery Publishing, Memphis TN. May 1994 to July 2002.

- **Senior Art Director (August 2000 to July 2002).**

Hired and trained new designers. Led and facilitated a seven-person design staff. Successfully instituted the department's first production-assistant position. Helped innovate processes that improved the editorial-design process.

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- **Art Director/Designer (May 1994 to August 2000).**

Designed and laid out of full-color business publications, including Memphis- and Tulsa-based *Agenda Magazine*. Prepared layout files and output film. Coordinated in-house production. Teamed with other departments to meet project schedules. Helped maintained Towery's reputation as the top-quality publisher in its field.

- **Freelance. 1992 to present.**

Clients have included Trust Marketing, *Her Business News*, Design Continuum, Kelley & Associates Advertising, Scott McWilliams Design, and MIFA.

Software Knowledge

Macintosh proficiency:

Quark XPress; Adobe Pagemaker, Photoshop, Illustrator, and InDesign.
Working knowledge of Word, Acrobat, and Dreamweaver.

Also experienced on PC/Windows:

Adobe Photoshop, Illustrator, InDesign, and Acrobat;
Microsoft PowerPoint and Word.

References available upon request