

Caroline Dunn

CURRICULUM VITAE

Senior Graphic Designer
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Web-portfolio: www.caradunn.com
Location: London

- Versatile contribution to the pitch, research, strategy, concept and production phase of every project.
- Generated numerous award winning brochures and advertisements.
- Twelve years experience in illustration, page for magazine, corporate ID, advertising and interactive design.
- Proven ability to prioritise effectively and meet demanding deadlines.
- Motivational leader and team player with excellent presentation skills.
- Exceptional Macintosh and PC application skills.

AWARDS

- 2005 Wood.for.good. Campaign awards.
- 1999 Most Valuable Person on the Golf Digest team.
- 1999 SA Best International Magazine Golf Digest SA.
- 1998 Awarded Excellence in Design Golf Course Living SA.

TOOLS

Mac and PC platforms

Adobe Photoshop CS4
Adobe InDesign CS4
Adobe Illustrator CS4
Flash MX 2004
Dreamweaver MX 2004
Acrobat 6.0
Freehand MX 2004
PowerPoint
Quark Xpress 7

CORE EXPERIENCE

- 2 years Pre-press Artworker and Retoucher.
- 2 years Magazine Senior Designer.
- 5 years Agency Senior Designer, print design and web.
- 3 years In-house branding and corporate communications

CAREER SUMMARY

September 2006 to March 2009

PA CONSULTING GROUP Freelance designer

In-house branding and communications. Also designed for NHS, Siemens, Ministry of Defence and the BBC.

May 2006 to September 2006

UTOPIA WEDDINGS Graphic designer

Set up utopia weddings

January 2006 to May 2006

THE TIMES NEWSPAPER Senior Designer

Branding and Enterprise.

March 2001 to March 2005

GRAMMOND DICKENS LERNER Senior Designer

Wood for Good, Kew Gardens, Associa, BBC, Whitbread Restaurants, Healey & Baker and Diageo Classic Malts.

November 2000 to March 2001

FINEX COMMUNICATION Freelance Designer

Go.com, Sky Digital, Compaq and Genie.

RED HOUSE LANE Freelance Designer

London Transport, British Gas and London Electric.

June 1998 to October 2000

TOUCHLINE MEDIA Senior Designer

Golf Digest SA, Runners World SA, SA Sports Illustrated, Men's Health SA, Kick Off Soccer and AJAX Cape Town.

January 1997 to June 1998

HIRT & CARTER SA Artworker / Photo Retoucher

Struik Publishers, Touchline Media, Conde Nast and various other South African publishers.

July 1995 to December 1996

TRANS ORANJE DRUKKERS Graphic Designer

Below the line and direct mailing for various companies and small businesses.

CAREER HISTORY DETAIL

September 2006 to March 2009

PA CONSULTING GROUP – Freelance designer

- Highly conceptual role within the strong corporate brand of PA Consulting Group, to produce glossy brochures, reports and event collateral. Design for both inhouse and PA Consulting Group clients.
- Strong use of illustration and photo editing throughout design projects.
- Various website navigation development and design.
- Manage own workload and client demands well within a time pressured environment.

January 2006 to ongoing

UTOPIA WEDDINGS – Senior Designer

- Set up and manage Utopia Weddings, to create tailored wedding collateral.
- Manage and ensure that printers, calligraphers and suppliers are delivering quality wedding collateral on time.
- Conceptualise, design and manage delivery of unique and beautiful wedding stationary for each client.

January 2006 to May 2006

THE TIMES NEWSPAPER – Senior Designer

- Design work ranged from in paper advertising to conceptual advertising design.
- Work within a team environment to brainstorm new ideas for The Times branding and promotion.
- Photo manipulation and colour correction.

March 2001 to April 2005

GRAMMOND DICKENS LERNER - Senior Designer

- Design work ranged from corporate communication to above and below the line advertising.
- Supervised web design operations, from creative look to navigation design.
- Work within a team environment to brainstorm fresh, new ideas for client promotion.
- Provide creative layouts and page designs.
- Vector illustration and Flash animation, photo manipulation and colour correction.

November 2000 to March 2001

CORP BUSINESS RECRUITMENT - Freelance Designer

- Work ranged from brochures, above the line advertising, and direct marketing at various design agencies.
- Adapt quickly to the agency's environment and team.
- Provide creative layouts and page designs.
- Verify that all design layouts are technically correct for print.

July 1998 to October 2000

TOUCHLINE MEDIA, CAPE TOWN - Senior Designer Golf Digest SA

- Asked to redesign the look and style of Runners World SA, following on from the success of Golf Digest SA.
- Employed to take responsibility for the magazine and its brands' look and style.
- Sourcing photographers, models, repro scanners and doing Photoshop correction. Style shoots in studio and on locations.
- Set up a timed design schedule to ensure deadlines were smoothly met.
- Design editorial layouts and some advertising material.

January 1997 to June 1998

HIRT & CARTER REPRO, CAPE TOWN - Artworker / Photographic Retoucher

- Extensive photo manipulation. Removal and addition of elements to photos. Colour correction.
- Intricate Photoshop make up for covers of large format hardbacks.
- Repro checking to ensure all jobs are print ready, this included trapping, bleed & other errors.
- Imaging to litho positives.

July 1995 to December 1996

TRANS ORANJE DRUKKERS - Graphic Designer / Production Controller

- Design work included corporate ID, logo design, menus, brochures, annual reports and certificates.
- Consulting with clients on designs and layout options and compiling briefs.
- Designing the product, then presenting the final product to client.

Please visit www.caradunn.com for some examples of my work.

All references available on request. © Caroline Dunn 2009