

MATTHEW P. GANNON

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EXPERIENCE

September 2000 to present

Ganyoon Graphics LLC – Portland, Oregon

- Designing and coordinating prepress production of CD/DVD packaging
- Developing effective web designs utilizing SEO techniques
- Production design of medical directories for *CopperMoon Design*
- Utilizing effective typographic skill for ads, brochures, and tables for *Kismet Design Group*
- Layout and production of *Wallis Engeneering 2011 Calendar*

January 2003 to December 2008

Cravedog Inc. – Portland, Oregon

- Working both independently and in a team environment to deliver printed materials for customers in the disc manufacturing industry, including pre-flighting CD/DVD packaging for various print vendors
- Coordinating multiple projects with clients, vendor representatives, and project managers in a time-intensive environment
- Creating strong customer loyalty and fostering a reputation for high-quality, attention to detail, and personable customer service
- Establishing and maintaining an easy-to-use digital archival system
- Designing printed materials for both clients and wide range of in-house projects
- Technical writing of order forms and consumer education pieces reducing phone inquiries

August 2000 to November 2000

Color Technology – Portland, Oregon

- Color-separating film for high-profile corporations in a rigorous quality control atmosphere
- Maintaining and operating digital proofing devices

September 1998 to June 2000

D-Max Imaging, Inc. – Morrisville, North Carolina

- Managing all second-shift plant operations with effective multi-tasking reducing overhead
- Color separating files for a broad assortment of clients including publications, ad agencies, retail catalogs, and the medical industry
- Color-correcting and retouching scans for high-end print ads and brochures
- Retrieving and backing up files to and from company archives

EDUCATION

Bowling Green State University – Bowling Green, Ohio

Bachelor of Science in Technology, majoring in Visual Communications Technology – May 1998

SOFTWARE

InDesign, Quark, Illustrator, Photoshop, Acrobat, Dreamweaver, ProTools, Peak, Retrospect, Font Agent Pro, Word, Excel, Powerpoint, XHTML, CSS