

ROBIN NUTTALL

3506 WESTWIND DR, COLUMBIA, MD 65202
573-864-1085 | ROBINJN@GMAIL.COM

EDUCATION

William Woods University, Bachelor of Fine Arts, 1982

EMPLOYMENT

April 2006–August 2008: Graphic Designer, Primaris. Design and create printed materials including flyers, ads, newsletters, banners and logos for dissemination to a wide spectrum of audiences including physicians, home health aides, nursing homes, hospitals, Medicare beneficiaries and other Quality Improvement Organizations (QIOs). Winner 2007 MarCom Platinum Award of Excellence for periodical, *Quality Today*.

November 2005–March 2006: Administrative Assistant, Center for Digital Globe. General secretarial duties including typing, mailing, ordering supplies using Pro-Card, etc. Took new web design template and implemented on CDiG web site. 50% position.

2000–present: Freelance Graphic Designer. Design and create web sites, print publications, posters, etc. for local and national clients. Implement projects from beginning to end, including consultation, design, layout, writing, editing, troubleshooting, working with service bureaus, and final implementation. Work multiple projects for several clients at once, prioritizing needs and completing projects in a timely manner. Design web sites including CSS, WC3 and 508 compliance implementation. Author original articles for publication in national magazine, *Clean Run*.

1998–2000: Editor, Center for Innovations in Education. Design, write, and edit many publications for diverse target audiences, including newsletters, monographs, manuals, annual reports, brochures, flyers, etc. Supervised up to 2.5 staff members. Procured estimates, monitored extensive publications budget, and worked successfully with multiple supervisors, writers, editors, and service bureaus. Designed and maintained large, multifaceted Center web site.

1989–1998: Information Specialist/Graphic Designer, MU Multipurpose Arthritis Center. Write and edit articles and materials for dissemination, both for community education and peer-reviewed publication. Web page conception, design, and maintenance. Page layout design for newsletters, brochures, flyers, and announcements. Slide and poster presentation design for professional meetings. Logo creation. Scientific and medical graphing and charting for grants and professional manuscripts. Review and authorship of grant-related materials.

graphic design

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SKILLS AND PORTFOLIO

Featured Web sites:

Robin Nuttall: www.robinnuttall.com

Orthopedic Foundation for Animals: www.offa.org

Columbia Canine Sports Center: www.columbiak9sportscenter.com

Total Min Pin: www.totalminpin.net

Blog co-author: www.comowhineanddine.blogspot.com, www.cscdogtalk.blogspot.com

Software:

Adobe CS3 and previous: Photoshop, InDesign, Illustrator, Acrobat, Dreamweaver, Fireworks

Other software: Corel, Painter, Powerpoint, Word, Access, Excel (typing speed 80+ wpm)

Printed material portfolio available for review, samples of printed pieces on www.robinnuttall.com

REFERENCES

Paulette Strader

Communications Manager, Primaris

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Virginia H. Huxley, PhD

JO Davis Professor of Cardiovascular Research

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graphic design