



Montia Garcia

(707) 738-0076

montia@montiadesign.com

www.montiadesign.com

Graphic & Web Designer

Creative • Skilled • Quick Learning • Positive Attitude • Motivated

Technical Proficiency

Platforms: Mac and Windows

Desktop Applications: Adobe Photoshop CS4, Adobe Illustrator CS4, Adobe InDesign CS4, Adobe Dreamweaver CS4, QuarkXpress, Freehand MX, Microsoft Word, Microsoft Excel, Microsoft Powerpoint, MYOB and FileMaker.

Web Applications: SalesForce, My Emma

Web Design Skills: HTML, CSS, SEO, Section 508/ADA Compliance

Website Content Management Systems: Vignette 6 & 7, Joomla, WordPress, LightCMS

Design Proficiency

- Page layout, ad, flyer and package design
- Web design
- Logo and identity design
- Creating mock-ups and presentations
- Working under pressure with deadlines
- Photo manipulation and retouching
- Professional quality typography
- Experience with setting up files for offset printing
- Computer and hand illustration

Experience

2010-Present, Marketing Specialist, Graphic Designer, Webmaster

The Perfect Purée of Napa Valley, Napa, California

Job Responsibilities: Graphic design for product packaging, magazine ads, point of sale materials, tradeshow materials, website, and e-mail blasts. Manage website content updates with Joomla content management system. Review Google Analytics and e-mail campaign data. Update MySQL recipe database using phpMyAdmin. Ensure accurate processing and timely shipping of tradeshow items, product samples, and point of sale materials.

2008-Present, Graphic Designer, Web Designer, Web Content Administrator

Information Services Department, San Mateo County, Redwood City, California

Job Responsibilities: Design wireframes, mock-ups, and web graphics. Code HTML/CSS and update content for County websites. Graphic design work for presentations, logos, and flyers. Edit and encode video into Flash format. Meet with customers to gather web project requirements. Provide user support for Vignette Content Management System. Some responsibility in project management.

2004-2008, Graphic Designer, Webmaster, Production Manager Assistant

Kid Scoop, Sonoma, California

Kid Scoop publishes a weekly illustrated children's newspaper page with international syndication appearing in approximately 350 newspapers. Circulation is estimated at 7.5 million. Other products published include educational tabs, teacher guides, website and marketing materials. Clients include The New York Times, Ringling Bros and Barnum & Bailey, San Francisco Chronicle, National Golf Association, and National Baseball Hall of Fame.

Job Responsibilities: Design mockups and website graphics. Code HTML/CSS and update content for Kid Scoop website. Graphic design, page layout, and proofreading of Kid Scoop products, marketing flyers, newspaper ads, teacher guides, conference materials, and product packaging. Administrative tasks such as accounts receivable, customer service, and maintaining inventory of marketing and conference materials.



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2002-2004, Busser, Compadres Bar & Grill, Yountville, California

Experience with foodservice and customer service.

2000-Present, Freelance Web Design, Napa, California

Designed websites for a real estate agent, vacation rentals, local band and local official.

Education

2005-2008, Santa Rosa Junior College, Santa Rosa, California

Associate of Arts (A.A.) Degree in Applied Graphics

2003-2007, Napa Valley Junior College, Napa, California

General Education and graphic design

Other Projects

2009-Present, Web Design Survivalist, www.webdesignsurvivalist.com

Created and maintain Web Design Survivalist website, a growing index of free web design resources.