**PERSONAL DETAILS:**

**JAIME**

[**JAIME.375338@2freemail.com**](mailto:JAIME.375338@2freemail.com)

**Team Leader - Graphic Design**

**WORK EXPERIENCE:**

Year: **JULY 2006 -present**

Company: **DUNES GRAPHIC, LLC., Dubai, UAE**

Position: **Graphic Design TEAM LEADER /Photographer**

**Manager: Mr. Satish Sarnaik / Mr. Samer Alkatib**

JOB DESCRIPTION:

Oversees and manage staff in the artwork preparations, work schedules and release of ﬁnal artworks.

Meets with Sales and Account Executives for artwork briefs and schedules.

Review creative briefs to ensure all information is clear and complete.

Performs quality checking of each designer’s work before artworks are released ensuring accuracy and clarity of both marketing and technical copy on each artwork.

Ensures ﬁles and images are workable and printable.

Managing the preparations of mock-ups an samples.

Conceptualize new artworks and prepares job assignments and briefs to staff

Monitors schedules of jobs.

Prepares and evaluate ﬁnal artworks. Ensuring colors and packaging limitations are observed.

Photo shoots and Directs Photography.

Companies Handled:

NESTLE Middle East

Al-Ghurair Foods

Adidas

Boots

Sadia International Ltd.

Mars GCC

Masterfoods

Pepsi Cola International

Procter & Gamble

Fonterra Brands

General Mills

McCain International Inc.

New Zealand Milk

Pillsbury

Saudi Snack Foods Co. Ltd.

Year: **APRIL 2005 – JUNE 2006**

Company: **FEDERALFOODS, LLC., Dubai, UAE**

Position: **Senior Graphic Designer / Photographer**

**Manager: Ms. Irish Santiago**

JOB DESCRIPTION:

Meets with Sales, Brand Managers and Account Executives for artwork briefs and schedules

Conceptualize and prepares designs for packaging, marketing materials and other advertising collaterals

Performs quality checking before artworks are released. Prepares and evaluate ﬁnal artworks. Ensuring colors and printing limitations are observed.

Ensures ﬁles and images are workable and printable.

Prepares mock-ups

Supervised in the preparation of Exhibition booths and stands

Meet with printing suppliers

Photoshoots and Directs Photography shoots

Companies Handled in UAE:

La Ronda Chocolates

Sadia

President Dairy

Pinar Dairy

Tulip Foods

Starfood Manufacturing

Emborg

Year: **MARCH 1989 -APRIL 2005**

Company: **Design Centre - SAN MIGUEL PACKAGING PRODUCT, SANMIGUEL CORP., Philippines**

Position: **Senior Graphic Designer/Photographer**

**Manager: Ms. Ivy Avancena**

JOB DESCRIPTION:

Meets with Clients, Sales, Brand Managers and Account Executives for artwork briefs and schedules

Conceptualize and prepares designs for packaging, marketing materials and other advertising collaterals

Performs quality checking of each designer’s work before artworks are released ensuring accuracy and clarity of both marketing and technical copy on each artwork.

Prepares and evaluate ﬁnal artworks. Ensuring colors and packaging limitations are observed.

Meets with pre-press and other sections with regards to requirements and other concerns

Updates and monitors graphic computer hardwares and softwares

Member budget committee

Conducts ISO audits

Performs Color Management System

Meet with suppliers and printers

Photoshoots and Directs Photography shoots

Companies Handled:

Nestle Philippines,Inc.

California Manufacturing Corporation

Coke-Cola Bottlers Philippines,Inc.

Colgate Palmolive Philippines

DelMonte Philippines

Johnsons & Johnsons

Kraft Foods

LaTondeña Destillers,Inc.

Masterfoods

Purefoods Hormel

San Miguel Corporation

Unilab Philippines

Unilever

Tobi Manufacturing Corp.

**CURRICULUM DATA:**

College: Philippine Women's University

Bachelor of Fine Arts Major in Advertising

High School: Malate Catholic School, Philippines

Artist of the Year

Language: English and Tagalog (read and write)

**Activities:**

2000-2003 Panellist for Thesis Review

College of the Holy Spirit Fine Arts Department

Graduating Class of Advertising

November1999 Idn Digital Print of the Year Awardee

March1999 Basic Photography Trainor

San Miguel Camera Club members

December1998 Resource Speaker: Photography for the Plant's Newsletter

San Miguel Packaging Prod.- Glass Business

October1998 Finalist: Radio Station City lite 88.3

Logo Contest

July1998 Finalist: British Airways Photo Contest

"Color of Youth"

June1998 Grand Prize Winner: "Centennial Celebration" San Miguel Camera Club

April1998 Grand Prize Winner: "Kulay Kabataan" San Miguel Camera Club

November1997 IdN HongKong's 101 Collections: Mac World Graphic Expo'97

June1997 Grand Prize Winner:"Nature in its Perspective" International Designers Network Club Phil. Computer Visual Design Category

Graphic Expo97 at Phil. Trade

Third Place Winner: "Freedom on its Wings" International Designers Network Club Phil. Computer Visual Design Category

Graphic Expo 97 at Phil. Trade

January1994 Resource Speaker: "Role of Graphic Designer in Packaging" College of the Holy Spirit Fine Arts Department

Graduating Class of Advertising

**TRAININGS AND SEMINARS ATTENDED:**

2003 Adobe Illustrator v.10 (Philippines)

2002-2003 Color Management System (Philippines)

2001 Team Building Seminar (Philippines)

2000 Effective Public Speaking (Philippines)

1999 Graphic Design in Advertising (Philippines)

1998 Apple ColorSync (Apple Philippines) Photoworld'98-International (Philippines)

1997 QC Leaders Course (Philippines)

1996 Photoworld'96-National (Philippines)

1995 Photoworld'95-International (Philippines)

7 Basic Habits for Effective People

ISO 9000 Assessor's Course (Philippines)

1992 ISO 9000 Seminar (Philippines)

Quality Management Seminar (Philippines)

1991 Safety & Good Housekeeping (Philippines) Fire Brigade Seminar (Philippines)

1990 B/W Reproduction (Philippines)

Creative Design / Mechanical Preparation Toppan Printing Co. Fukuoka, Japan (Japan)

Nihonggo Training (Philippines)

1989 Gravure Printing Tech. Training Toppan Printing Co. Gunma-ken ,Japan(Japan)

1988 Advertising Photogaphy (Philippines)

1987 Portraiture (Philippines)

1983 Visual Arts Seminar

Cultural Center of the Philippines

**SKILLS:**

Art Direction

Designing/Preparing Comprehensive studies through digital graphics

Image Retouching

Preparing Final Artworks (Prepress ready)

Reproduction Camera

Darkroom Techniques (ﬁlm processing)

Prooﬁng and Production Gravure Printing Operation

Photography (Digital,Product Shots,Documentation,Reproduction,Industrial)

Camera Lighting Systems

Softwares: Adobe CS, Gretag Macbeth Color Management System Softwares, Eversmart Pro II scanner software, Bestcolor Software, Lotus Notes, MsWord.

Hardwares: PC and MAC Flatforms