



# Dawn Carlton *resume!*

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portfolio: [www.newdaygraphics.com/portfolio.html](http://www.newdaygraphics.com/portfolio.html)

## *objective*

To utilize my creative skills to help maintain, motivate, develop and grow an organization that prides itself with standards that include achieving goals by strategic planning, performing with dignity and class, penetrating high-value markets and promoting productivity and excellence.

## *skills*

networking - organizing - drawing - painting - writing - setting up displays - presenting - creating original vector images - advertising - marketing - telling - selling - leading - demonstrating - strategizing - doing cartwheels and back bends - setting up photo shoots - designing - singing - playing piano - public speaking - cooking - training - following written and verbal instructions - press checking - color correcting - typing - ten-key - playing ping pong - kayaking - mountain climbing

## *software*

Cross-platform: MAC and PC - ACT! Database Management - Cisco WebEx - Microsoft Live Meeting - Adobe Creative Suite - Microsoft Office - QuickBooks - QuarkXpress

## *experience*

West Plains Chamber of Commerce - Stonemark Real Estate - Watson Financial Services, Inc. - Highline Community College - Des Moines Economic Development Council - Des Moines Chamber of Commerce - Des Moines Historical Society - Gregory's Bar & Grill - Minuteman Press - CenterStage - DoubleTree SeaTac - Crosswalk Ministries - Puget Sound Educational Foundation - Loan Network - NMotion Finance - Spokane Faith Center - Radmer Designs - Design Development LLC - Real Home Network - Vanguard Systems of America - Carlton Painting - Madisen Painting - Restore Visions Centers

## *education*

Highline Community College - A.A.S. Production Illustration - 3.9 GPA

# Artist