

NICK ZEMBRUSKI

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16216 Grove Avenue // Oak Forest, Illinois // 60452-4109
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EXPERIENCE

Z House Design, Inc.

President // Freelance Graphic Designer

February 2009 // Present

- // Created logos and identities, event invitations, brochure and collateral materials, social media graphics, annual reports and websites
- // Art directed photo shoots
- // Managed print production and delivery with vendors
- // Worked with coalition, education-based, government, and private clients

City of Oak Forest

Communications Coordinator

February 2018 // Present

- // Created graphics for social media platforms
- // Maintained and designed content for city website (ie newsflash, weekly e-newsletter, redirects, job and bid posting)
- // Designed and composed content for quarterly newsletter
- // Worked with law enforcement, fire department, public works, clerk's office, etc. Experience with CivicPlus CMS, RAVE (reverse 911 notifications; composing and updating database)
- // Worked closely with Oak Forest/Crestwood Chamber of Commerce on annual certified 5K run and family parade event.

Jasculca/Terman & Associates, Inc.

Senior Creative Specialist

April 2008 // February 2009

- // Worked on large projects with multiple design needs
- // Produced and edited video

Art Director

March 2006 // April 2008

- // Worked in conjunction with account executives and creative team to design concepts and materials for various corporate, government, institutional, and non-profit clients
- // Produced and submitted sales proposals for both public relations and creative departments
- // Estimated project costs and schedules and administered project production schedules
- // Supervised creative team consisting of a senior designer, three designers, one web programmer, and interns
- // Introduced new, and improved upon old, processes pertaining to the way the firm interacted with the creative team.

Graphic Designer

October 2000 // March 2006

- // Created corporate identities, brochure and collateral materials, annual reports, catalogs, and websites for a wide range of corporate, institutional, and non-profit organizations
- // Managed design projects from start to finish with internal team members, outside vendors and sub-contractors
- // Worked to meet tight deadlines in a timely and cost-effective manner
- // Prepared electronic files for pre-press production
- // Reviewed printer's proofs and supervised press checks

EDUCATION

University of Illinois at Chicago

School of Art and Design

Bachelor of Fine Art in Graphic Design

// Dean's List

SKILLS

Programs

Adobe Creative Suite

// InDesign, Illustrator, Photoshop

Constant Contact

Microsoft Office

Quark XPress

Final Cut Express

CivicPlus CMS

Traits

Quick learner

Self-motivating

Organized

Dependable

Friendly



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REFERENCES

Xenia Demo

Moxx & Haddon

Principal

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