

# crystal e. lambert

CRYSTAL@CRYSTALELAMBERT.COM

GRAPHIC DESIGN

973.953.6608

## Objective

To obtain a position with a creative design team, where my graphic skills combined with print production capabilities will foster profitability and growth.

## Qualifications

- Organized multi-tasker capable of executing goals and meeting deadlines under pressure.
- Detail-oriented with conceptual research, brand identity development, and typography/layout skills.
- Ability to work as an independent thinker and collaborate with a team.
- Exceptional client interaction and interpersonal skills.

## Education and Honors

**The University of the Arts  
Philadelphia, PA**  
B.F.A in Graphic Design  
09.2003—05.2007

**“Connect”, Senior Graphic  
Design Exhibition**  
05.2007

## Online Portfolio

[www.crystalelambert.com](http://www.crystalelambert.com)

## Technical Skills

Adobe CS4, FileMaker Pro, Ram-page Client, Extensis Suitcase, Pre-Press/Post-Press Production, Bookbinding, and MS Office. Working knowledge of QuarkXpress, Macromedia Flash, Dreamweaver, and HTML. Ability to use Mac/PC platforms.

## Employment

### **Graphic Designer • 1-800-Postcards • New York, NY**

- Designed promotional and advertising materials for clients.
- Pre-flighted designs for printing, and set deadlines with finishing and production teams to deliver orders in a timely manner.
- Delivered 15—20 electronic/press proofs daily for Offset, and Digital printing.
- Provided customer service for design consultations, e-mail, and telephone inquiries.
- Furnished sales quotes, invoices, and web order documents.  
12.2007—Present

## Freelance

### **Designer • Robinson Family • South Hill, VA**

- Designed logo for family reunion events and materials.  
01.2010—Present

### **Designer • 6 Sigma Technology Inc. • Philadelphia, PA**

- Designed company brochures and revised logo file.  
11.2009—12.2009

### **Designer • EUPC Women’s Retreat • East Orange, NJ**

- Designed logo, event tickets, and promo poster for non-profit committee.  
05.2009—10.2009

### **Designer • Intimate Cuisines • Wilingboro, NJ**

- Designed company logo, business card, and web site,  
[www.intimatecuisines.com](http://www.intimatecuisines.com)  
01.2009—05.2009

### **Designer • 360 Media Innovations • Maplewood, NJ**

- Designed company logo and web site,  
[www.360mediainnovations.com](http://www.360mediainnovations.com)  
08.2008—08.2009