

Don Pickett

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Work Experience

JUICE Pharma Worldwide 2011-2013

As staff member in the Production department, worked on print pieces, including everything from business cards to convention panels, and digital files, including web banners, emails, websites and iPad files. Took art director files from handoff to final release, including file QC, checking specs, proofing final art when applicable, light retouching, resolving any outstanding questions, making editorial changes, and preparing jobs for FTP.

Led production department's Adobe DPS initiative, preparing iPad files for sales and promotional use and working to prepare best practice procedures for the department.

Developed curriculum to teach metatagging best practices to agency partners and led classes on the subject when necessary.

Various clients (Freelance) 1994-2011

Used acquired skills to facilitate production for corporate clients, including Sherman Advertising, Kirshenbaum Bond + Partners, Bowne Business Communications, Showtime, Bronner, Slossberg and Humphrey, Lally McFarland, Polo Ralph Lauren, Young & Rubicam, DDB Worldwide, Merkle and Partners, Addison Design, AllianceBernstein, PineBridge Investments, Siegel+Gale, and G2 Direct & Digital

Have taught basic Macintosh instruction, basic and advanced Quark, InDesign, Photoshop, Illustrator, and Acrobat, as well as basic production skills to personal and corporate clients.

Foote, Cone and Belding (Freelance) 2002-2003

Worked as part of a production team to meet tight deadlines on quick-turnaround direct mail pieces for FCB clients, including the United States Postal Service, Chase Manhattan Bank, and others, liaising with traffic and customer service departments to resolve production issues and ensure customer satisfaction. Worked with other teams on complex, long-deadline projects, ensuring both quality of production work and coordination with traffic, customer service and imaging departments.

Open-i Media (Freelance) 1997-2002

As a freelance production artist and instructor, used acquired production knowledge to teach Quark, Illustrator, Photoshop, and production and pre-press skills to individuals and group classes. Presented material in a concise and informative manner, making sure to provide a general overview on which to build a concrete skills base. Designed projects and homework assignments for classes. Checked homework assignments and monitored progress of class.

American Express (Freelance) 1998-1999

Created variety of materials for use by departments throughout American Express, including direct mail pieces, posters, manuals, and various conference materials. Job required working closely with designers and project managers to ensure accuracy and prompt delivery of materials on deadline. Used thorough knowledge of Quark, Illustrator, and Photoshop to effectively handle all aspects of materials preparation.

Type & Tone 1997-1998

Used Macs and imagesetter to pre-flight and print film and separations, often under tight deadline pressure. Operated drum scanner and used Photoshop to scan, clean up, and color correct transparencies, reflective material, and original artwork for publication. Extensive use of Quark, Pagemaker, and Illustrator to check, prep, and set up files for printing. Made matchprints and blues from film to check quality and color balance.

Bowne Business Communications 1996-1997

Worked as operator under tight deadline pressure in composition department of leading financial/commercial printer. Used Macs and PCs to compose, style, and set jobs, including annual reports, prospectuses, handbooks, catalogs, and proxy cards. Created maps, graphs, and flow charts using Illustrator and Photoshop. Scanned and retouched photographs, and recreated logos, for final printed pieces. Used understanding of the production process to insure that jobs were ready on time and on spec.

Cunningham Graphics 1993-1994

Worked as staff member, and then manager, of twenty-four hour desktop/pre-press department for full service commercial and financial printer. Took documents from layout through production and final printing. Insured accurate and timely completion of jobs, solved technical and production problems, installed and implemented new hardware, software, and procedures, and trained new staff. Responsible for opening and maintaining channels of communication between Desktop, Production, and Prep departments, and liaison with Production supervisor and press operators.

Skills

- Print and Digital experience
- Financial, commercial, fashion, and ad agency experience.
- Excellent communications and interpersonal skills
- Proficient on both Macintosh and Windows platforms
- Ability to quickly learn processes and technology and teach them to others
- Extensive knowledge of InDesign, Illustrator, Photoshop, Acrobat, Quark, Word, Excel, Outlook and RIP software.
- Type 70 wpm