



ABOUT ME

Graphic Design Print Production Specialist with 17+ years of experience in the management of the complete design and print process, from conceptualization to delivery. Skilled with Adobe Creative Suite (Illustrator, Photoshop, InDesign) Microsoft Office and web design applications (Dreamweaver, HTML).

CONTACT



630.890.3144



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bowechomedia.com



P.O. Box 88202
Carol Stream, IL 60188

SKILLS

Adobe CS

MS Office

PC

Mac

LANGUAGES

English

Macedonian

AWARDS

Photography published in 'The International Library of Photography's book Nature's Palette'

Winner:
Sony DSLR Calendar Photography Contest

DIANA K. MILEVSKA

GRAPHIC DESIGNER / PHOTOGRAPHER

EXPERIENCE

Minuteman Press | Oakbrook Terrace, IL

2016 – Present

Lead Graphic Designer, Production Manager, full time.

- Created numerous marketing materials (logos, brochures, newsletters, trade show banners, and direct mail marketing campaigns), guaranteeing they exceeded the expectations of our clients.
- Handled at least 5 projects or tasks at a given time while under pressure to meet daily or weekly deadlines.
- Recommended and consulted with clients on the most appropriate graphic design options based on their overall needs and goals.

IC Signs & Graphics / Liberty Flag & Banner | Chicago, IL

2013 – 2015

Graphic Designer, Bookkeeper, full time.

- Designed company marketing materials such as seasonal sell sheets, company catalog of offered products and services.
- Modernized company bookkeeping through the use of QuickBooks including invoicing, A/P and A/R reports, inventory, and maintaining an extensive customer database.
- Oversaw eight employees and payroll services.

DKM Designs, Inc. | Carol Stream, IL

2009 – 2013

President, Graphic Designer, Photographer, full time.

- Developed marketing materials, corporate logos, catalogs & ad books, web graphics, and invitations for a range of clients in different industries.
- Photographed products and edited images using Adobe Photoshop and Lightroom.
- Controlled all business operations of the company including bookkeeping, orders, inventory, and payroll.

EDUCATION

Graphic Design/Interactive Media

Columbia College Chicago, Bachelor of Arts

Graduated with Honors

May 2006

Meteorology

College of DuPage, Associate of Science

Graduated with Honors

May 2016

References & Portfolio available upon request