

# Adam Jay Hutton

2710 South Veitch Street · Apartment 202 · Arlington, VA 22206

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## Objectives

Technology proficient Graphic Designer with strong professional and technical writing skills seeking to leverage creative energy, aesthetic sensibility, and technical skills in a hands-on graphic design position.

To design; to create content and employ rhetoric synergistically to improve communication; to improve an audience's comprehension; to instruct and teach by visual means.

## Experience

### Front-End Architect

U.S. News & World Report, Washington, DC (March 2009–Present)

- Improved and documented Web Developer procedures and processes

- Added new features to custom content management system and improved user productivity

- Implemented redesigns for flagship website (usnews.com), including Money, Health, and Education channels

- Developed custom solutions for managing online media

### Designer and Web Manager

National Crime Prevention Council, Arlington, VA (January 2007–February 2009)

- Redesigned and reorganized websites to improve usability

- Developed online games for children's website (McGruff.org)

- Designed custom content management system for flagship website (NCPC.org)

- Developed new web services, including newsletters and user-generated content program

- Created site strategies for web properties, developed project schedule, and managed web team in execution of strategies on schedule

- Designed publications for print and online distribution

### Graphic Designer/Production Artist

American Institutes for Research, Washington, DC (May 2005–December 2006)

- Created artwork for test questions

- Designed templates and implemented layouts for test form consistency

- Documented procedures and trained other employees in departmental processes

- Performed quality control on variable print runs

- Automated procedures to improve efficiency

### Graphic Designer/Marketing Coordinator/Web Developer

Plum Grove Printers, Hoffman Estates, IL (February 2003–March 2005)

- Designed corporate sell sheets and brochures which promoted sales

- Created signage and displays for exhibit booths and seminars

- Designed and managed ePlum (monthly electronic newsletter) from first issue

- Wrote press releases, advertorials, and website content which portrayed knowledge and experience

- Designed client postcards, business cards, and brochures

- Printed client pieces on digital presses

- Implemented variable data printing workflow and produced personalized mailers

### Designer/Information Services Specialist

Carnegie Mellon University Business Services, Pittsburgh, PA (June 2001–January 2003)

- Created signs and advertisements for use in retail stores

- Designed water bottle label for Entropy, the campus convenience store

- Redesigned websites for Retail Services, Dining Services, and Parking Services

## Computing

Platforms: PC, Macintosh, and Linux

Applications: QuarkXPress, Acrobat, Illustrator, Photoshop, InDesign, Flash, Dreamweaver, Word, Excel, and Access

Programming: [X]HTML, Javascript, Applescript, CSS and CSS2, XML and XSLT, PHP, and Python

## Education

### Carnegie Mellon University, Pittsburgh, Pennsylvania

- Bachelor of Fine Arts, 2001

- Communication Design, Minor in English

- Concentration in Professional & Technical Writing

- University Honors (3.63 GPA)