



kevinstarbird
GRAPHIC DESIGN

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To Whom It May Concern:

Do you have a need for a flexible, energetic and motivated designer with experience in a corporate marketing environment? If so, I'm your man!

For the past two years, I've been working for a major mortgage originator designing marketing collateral for email, print and the web. I worked as an individual, managing my own projects; and as a member of a creative team, contributing to large-scale global campaigns. I have experience working with creatives in other disciplines (such as writers, illustrators and programmers) and have dealt with vendors such as print-houses and stock photography agencies.

I have also recently earned my bachelor's degree in Visual Communication and Graphic Design. During my education, I received high marks from my instructors not only for the quality and professional nature of my work, but for my ability to work with other designers and, when necessary, to take a leadership role.

Finally, my prior success in sales, internal support, and customer service speaks to my excellent communication skills.

I look forward to meeting you to discuss my capabilities and potential as an asset to you and your marketing team. Please contact me to arrange an interview!

Sincerely,

Kevin Starbird

enc: Résumé





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objective:

To stretch and grow my creative muscles. To work with creative people on challenging design projects and to expand my abilities as a designer. To have fun!

employment history:

MARKETING MANAGER (DESIGNER): Indymac Bank, Pasadena, CA

Executed layout of two nationally distributed print newsletters (monthly) and nine nationally distributed, customizable email newsletters. Participated in design & distribution of numerous global marketing pieces. Helped manage national online marketing portal. Participated in vendor selection decisions and marketing systems enhancements. Worked closely with other managers, designers and executives to streamline project approval process, reducing approval turntimes from weeks to days. (Aug '07 – present)

MARKETING SPECIALIST (DESIGNER): American Home Mortgage, Laguna Hills, CA

Executed layout of four nationally distributed print newsletters (three monthly, one quarterly) and seven nationally distributed, customized email newsletters. Participated in design and layout of numerous custom marketing pieces (including flyers, brochures, direct mail pieces, HTML emails and two 150-page books). Managed these and other pieces on the company's web-based collateral management system. Worked closely with multiple print and stock photo vendors and assisted field personnel with custom marketing collateral requests. (Sep '05 – Aug '07)

BUSINESS SYSTEMS ANALYST: Countrywide Home Loans, Anaheim, CA

Researched, analyzed and facilitated enhancements to internet- and intranet-based support systems. Supported personnel in centralized fulfillment center. Facilitated divisional enhancement prioritization for a national sales support database. Assisted in center-wide support during enhancement roll-out. (Jan '05 – Aug '05)

DOCUMENT SPECIALIST: Countrywide Home Loans, Anaheim, CA

Drew documents and provided telephone support to brokers. Supported funding staff during end-of-month crunches. Managed entire pipelines for several "big brokers" during refinance boom. Worked directly with corporate efficiency experts to improve systems and enhance productivity. (Sep '02 – Dec '04)

education:

BACHELOR OF SCIENCE (VISUAL COMMUNICATIONS)

Westwood College, Anaheim, CA (Aug '04 – Jun '08)

SOPHOMORE

California Polytechnic University, Pomona, CA (Sep '94 – Jun '97)

