

AMY depalma

119 Liberty Street • Mt. Pleasant, PA • 15666

E amydepalma@gmail.com P (724) 953-1747

EDUCATION

Slippery Rock University of Pennsylvania • Slippery Rock, PA
B.S. in Communication, Emphasis in Emerging Technology and Multimedia
Graduation Date: May 2010
Major QPA: 4.0 / Overall QPA: 3.981

RELATED EXPERIENCES

Graphic Designer, Jan. 2010 - Present
Spindle Publishing Company, Inc. • Pittsburgh, PA

- Responsible for typesetting, designing, and laying out editorials for multiple national publications
- Coordinate with Art Director to create cover designs for many of the company's resource guides
- Design print advertisements in a broad range of specifications for various clients
- Update and maintain the company's multiple websites

Project Manager, Sept. 2009 - Dec. 2009
Communication Department • Slippery Rock University

- Managed the creation and design of five new promotional brochures for the department
- Worked in a team-oriented setting where collaboration, multitasking, and delegation was essential
- Researched and projected a detailed analysis of budgeting for the client

Graphic Designer, Apr. 2009 - May 2009
Pressure Seal • Slippery Rock University

- Designed a cohesive print package consisting of a brochure, letterhead, business card, and fax cover sheet for the New Castle-based waterproofing company
- Worked one-on-one with the client to ensure efficient design and client satisfaction

Graphic Designer, Sept. 2008 - Oct. 2008
New York State Communication Association • Slippery Rock University

- Created program design and layout for 2008 annual conference
- Revised and updated previous conference program logo
- Designed two advertisements for use within the program
- Edited and typeset conference schedule to conform with program specifications

PORTFOLIO

Samples of original works are available at amydepalma.com

TECHNICAL SKILLS

Proficient in:

- Adobe Photoshop
- Adobe InDesign
- Adobe Dreamweaver
- Microsoft Word
- Microsoft PowerPoint
- HTML
- CSS
- Macintosh OS
- Windows OS

Competent in:

- Adobe Illustrator
- Adobe Flash

HONORS

- Summa Cum Laude Graduate
- Received award as a member of the Top 20 Students of the SRU Junior Class
- Communication Department Leadership Award (2009)
- Dean's List: Fall 2006 through Fall 2009

ACTIVITIES

- Zeta Phi Eta:
President (2009-2010)
Vice President (2008-2009)
Treasurer (2007-2008)
- Lambda Pi Eta:
Member (2009-2010)
- Saxigena Yearbook Staff:
Assistant Editor (2006)

AMY depalma

119 Liberty Street • Mt. Pleasant, PA • 15666
E amydepalma@gmail.com P (724) 953-1747

WORK EXPERIENCES

Print Finishing Assistant, Jan. 2009 - Sept. 2009
Printing Services • Slippery Rock University

- Assisted in the finishing of print projects by assembling, binding, hand folding, and padding as well as cutting large sheets of paper
- Operated equipment as necessary such as paper cutter, folder, drill, booklet maker, binding punch, plastic binding equipment, and pad maker
- Contributed to the work flow of the department by packing, shipping, and signing out finished products

Teaching Assistant, Sept. 2007 - Dec. 2009
Communication Department • Slippery Rock University

- Developed, facilitated, and maintained the presentation of multimedia resources
- Administered and maintained class attendance records for large-size auditorium classes
- Peer mentored groups in the preparation for semester team projects
- Delivered exams to computer scoring center

Assistant to Senior Presentations, Dec. 2007 - Dec. 2009
Communication Department • Slippery Rock University

- Used problem-solving skills to organize presenters quickly and efficiently
- Collected, collated, and arranged presentation materials for large groups
- Supervised the registration and information desk

VOLUNTEER EXPERIENCE

New Orleans Care Break, Alternative Spring Break, Mar. 2008

- Volunteered over spring break in New Orleans to aid in hurricane relief work
- Worked with 13 other individuals painting, restoring, and cleaning hurricane-damaged homes
- Established community partners in New Orleans by communicating with local vendors and inquiring about food donations

ACCOMPLISHMENTS

Co-Author for upcoming book chapter entitled “Regulatory Handcuffs; Precedent, Convergence & Missed Opportunity in the Brand X Decision” in the book *Regulating Convergence*, edited by Susan J. Drucker and Gary Gumpert

REFERENCES

Dr. Jennifer Foster
Assistant Professor
Communication Department
Slippery Rock University
213F Eisenberg Classroom Building
Slippery Rock, PA 16057
E jennifer.foster@sru.edu
P (724) 738-2764

Joseph Maiocco
Art Director
Spindle Publishing Company
2275 Swallow Hill Road
Pittsburgh, PA 15220
E joe@spindlep.com
P (412) 278-4900

Dr. Valerie Swarts
Professor
Communication Department
Slippery Rock University
213E Eisenberg Classroom Building
Slippery Rock, PA 16057
E valerie.swarts@sru.edu
P (724) 738-2571