

LAURA ELIZABETH GERTZ RUNNYAN

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EDUCATION

School of Advertising Art (Kettering, OH)

Associate of Applied Business in Advertising Art
(May 2010)

Graphic Design major

Honors: Dean's List, GDUSA American Graphic
Design Award, ADDY Award

Student aide, open house portrait artist

Miami University Oxford (Oxford, OH)

Interdisciplinary Studies major (2005 – 2008)

Major coursework: Women's Studies, Sociology,
English, Spanish, Japanese

Executive board member of Spectrum (campus
GSA), executive board member of MUO Women's
Choir, freelance graphic designer for various student
organizations

SKILL SET

Print

Adobe Creative Suites 1–5, Corel Draw, Microsoft
Office, iWork, Cinema4D, traditional media

Interactive

Dreamweaver, Flash, iMovie, Wordpress, social
media, all web browsers, fluent in HTML and CSS

Other Skills

Copywriting, research, translation, customer
service, data entry, design for screen-printing,
digital press operation

EXPERIENCE

Randd Associates

Moraine, OH (May '11 – June '11)

Intern

Typesetting, image setting & editing, design

Created print designs from customer commissions;
made typesetting corrections for re-orders; took files
through color separation for offset printing; learned
how to run a full-size DocuColor 5000 digital press

Moonshine Screen Printing

Oxford, OH (September '10 – March '11)

Digital artist

T-shirt & signage design, image editing

Created shirt and signage designs from customer
commissions; took images through spot-color and
4-color separation for screening and transfers; kept
organized filing systems both digitally and physically

Five Rivers MetroParks

Dayton, OH (November '09 – January '10)

Intern & Freelance designer

Brochure redesign, image editing

Updated brochures to current brand standards;
gained insight into design and approval process

Kroger Marketplace

Middletown, OH (May '07 – September '07)

Bakery associate

Customer service, visual merchandising, cake
designing, baking, other duties as assigned; used
creativity in the workplace to great effect, attention
to detail in deadline-driven environment