



Deborah Menges

Orlando, FL

dmenges@mengesgraphics.com

<http://www.mengesgraphics.com>

<http://www.linkedin.com/in/deborahmenges>

OBJECTIVE

To continue to secure employment contracts in a stable work environment where I can continue to grow professionally and contribute to a winning team of professionals



Major Accomplishments

Hard work, professionalism, and dedication to employer/client success have resulted in significant accolades and responsibilities.

- ¥ Demonstrated graphic design ability by successfully creating corporate logos, brochures, digital Flash and PowerPoint presentations, email campaigns, websites, proposal (SOI, SOQ, RFP, RFQ, SF330, SF254, SF255) and report graphics, trade show and store front displays, indoor and outdoor signage, point of purchase materials, and outdoor advertising.
- ¥ Consistently contributed leadership skills in a corporate setting, working well with others or independently, and multi-tasking. Immediately responsive to changing priorities while working under tight deadlines.
- ¥ Proven ability to manage valuable corporate resources such as time and budget without sacrificing the quality of the finished product.
- ¥ Diversified graphic design experience in commercial advertising (ad agencies), printing (offset and silk screen), and for professional consulting firms in both the transportation (aviation/highway) and environmental industries.

Experienced and talented marketing specialist/graphic designer that has a reputation for consistently delivering professional, polished products on time and under budget.

Work History

Menges Graphics, LLC

Apr 2001 - Present

Orlando, FL

Operating Manager / Marketing Specialist / Sr.Graphic Designer

Hard work, professionalism, and dedication to employer/client success resulted in significant accolades and responsibilities. Allowed to continue providing dual role of Sr. Graphic Designer/Marketing Coordinator for several previous employers because of trust gained and the quality of work provided. Clients are provided a full range of marketing/graphic design services including: complete (SOI, SOQ, RFP, RFQ, SF330, SF254, SF255) proposal development and production including all graphic content, corporate identity packages, digital Flash and PowerPoint presentations, email campaigns, website development, public involvement presentation materials, conference materials, trade show displays, all types of printed collateral, indoor and outdoor signage, and point of purchase display advertising materials.

TLP Engineering Consultants, Inc.

May 2013 - Present

Orlando, FL

Sr.Graphic Designer

Developed branding materials for company and created all proposal graphics and visual presentations when shortlisted. Created templates for resumes, project profiles, proposal covers, backs, tabs, and "typical sections" (3-D renderings for roadways and bridges when needed). Prepared large format graphics showing detailed sections of altered roadways as per scope and suggested design. Created promotional materials as well as the maintenance of pre-designed website. I am still on call as needed with this business.

References

As a marketing and creative branding expert, Deborah excels at today's stringent demands for proposal writing and marketing accountability. Deborah's experience enables her to prioritize target deliverables to the most profitable customers even in a fast-track delivery environment. Deborah's sharpened understanding of proposal development workflow and collaborative idea exchange creates a win-win for short- and long-term business results. Deborah is a great team player, and always gets the job done!

February, 2015

[Prashant Mahajan](#), Senior Aviation Consultant, PBS&J

Debbie is one of the most efficient and hardest working people I have ever met. Her attention to detail and the level of effort in her graphics and marketing products are second to none.

December 26, 2014

[Oscar E. Duarte](#), Project Manager, Reiss Engineering and Wade Engineering

Deborah Menges did a beautiful job on the artwork for the website. Her designs are very creative and just right for the company. She was always responsive in what was needed

December 18, 2008

[Diane Heald](#)

Worked directly with Deborah at Deborah M. Menges Graphics

Protean Design Group, Inc.

Orlando FL, United States

June 2010 - Nov 2010

Marketing Manager

Organized marketing database and developed a strategic marketing plan, updated proposal templates and marketing materials for use in electronic and printed mediums. Assisted this company during a transitional period only.

Walker & Company

Winter Park, FL, United States

May 2009 - Dec 2009

Marketing and Project Assistant

Accomplishments include the creative development of templates and graphics used for proposal submittals, marketing sector sheets, digital presentations and email campaigns. Prepared and produced responses to RFP and RFQ bid opportunities. In addition, assisted with overall project administrative support.

Reiss Environmental

Orlando, FL, United States

Mar 2006 - Feb 2008

Marketing Coordinator

Accomplishments include the complete re-design of all marketing collateral including: corporate brochure, project profile sheets, resumes, indoor lobby signage, trade show display, website design, magazine and newspaper ads, corporate sponsorship materials and all proposal and report graphics. Secured contract to continue providing marketing/graphic design services through Deborah M. Menges Graphics. Prepared and produced proposals (SOI, SOQ, RFP, RFQ, SF330, SF254, SF255) as well as developed presentations and handouts for interview portion of selection process.

Environmental Science Associates

Tampa, FL, United States

Feb 2003 - Oct 2005

Senior Graphic Designer

Provided comprehensive graphic support to the expanding southeast division of ESA. Accomplishments included the creative design and development of the "airport and highway transportation" division corporate marketing materials. Because of an extensive background in print and advertising, given responsibility for the local production of all marketing materials needed for the airport division of ESA. Also prepared and produced responses to RFP and RFQ solicitations as well as developed presentations and handouts for interview portion of selection process.

Initially worked as a subcontractor providing marketing and graphic support to ESA under Deborah M. Menges Graphics then hired as a part-time employee of ESA.

Birk Hillman Consultants

Orlando, FL, United States

Feb 1999 - Oct 2003

Graphics/Marketing Coordinator

Successfully re-designed all corporate marketing materials including: Corporate brochures and website, project sheets, resumes, proposal templates and report graphics, digital and board presentations, trade show display, conference materials, magazine and newspaper ads. Prepared and produced responses to (SOI, SOQ, RFP, RFQ, SF330, SF254, SF255) solicitations as well as developed presentations and handouts for interview portion of selection process.

Secured a contract to continue to provide all graphic and marketing services to Birk Hillman as a subcontractor under Deborah M. Menges Graphics until BHC was sold.

Debbie works hard and delivers. She is a great person to work with. We are very pleased with her work.

December 18, 20012

[John Robbins](#), Owner, Pioneer Gutter Cleaning LLC.
Worked directly with Deborah at Deborah M. Menges Graphics

Debbie is creative, artistic and most definitely a team player. Debbie would always take the time to assist others with their work; she is resourceful in every way possible. I could always count on Debbie and the work that she produced was amazing. I could not have asked for a better teacher, if I had the opportunity to work with her again I would. She is a valuable asset to any company that hires her.

December 30, 2012

[Porcia Bernard](#), Human Resource Coordinator-Engineering Assistant, Reiss Engineering, Inc
Worked with Deborah at Reiss Environmental

Deborah is creative, courteous and has always met very stringent deadlines without sacrificing quality.

Top qualities: Great Results, Expert, On Time

December 18, 2012

[Tim Schneider](#)

Hired Deborah as a Graphic/Web Designer in 2002, and hired Deborah more than once.

Debbie is a pleasure to work with. I had the opportunity to work with her for 5+ years at Birk Hillman Consultants and ESA Airports. She is detailed, hard working and the quality of her work is some of the best. As a Project Manager I had numerous clients comment on the quality of the graphics that she produced for publications, presentations and marketing materials.

January 2015

[Steve Ritter](#)

Deborah M. Menges Graphics

Tucson, AZ

Dec 1997 - Dec 1999

Freelance Graphic Designer

Designed and produced computer generated artwork from concept to color separations. Various creative and technical skills utilized included illustration, layout, typesetting, scanning and pre-flighting of computer files for film output. Graphic services were provided to a local printer, AD Printing through Deborah M. Menges Graphics.

SignAge

Tucson, AZ, United States

Jun 1998 - Dec 1998

Graphic Designer

Designed and output computer generated files for large format digital printing, vinyl plotting and cutting. Creative and technical skills included: illustration, design, typesetting, output and mounting. Worked concurrently with Deborah M. Menges Graphics.

Drakes Printing

Orlando, FL, United States

Oct 1996 - Sep 1997

Graphic Designer

Designed and produced computer generated artwork for press from concept to color separations. Various skills involved: illustration, layout, typesetting, scanning and the pre-flighting of computer files for film output. Left as a result of husband's transfer to Tucson, AZ.

Creative Printing and Graphic Design

Orlando, FL, United States

May 1995 - Oct 1996

Graphic Designer

Designed and produced computer generated artwork for press from concept to color separations. Various skills involved: layout, typesetting, photo editing, creating logos for customers, scanning and pre-flighting files for film output.

Park Sign Company

Baltimore, MD, United States

Sep 1984 - Jun 1988

Art Director

Managed and supervised work-flow in addition to executing camera-ready artwork from concept to film out. Creative and technical skills utilized included: illustration, typesetting, performing camera work. Supervised staff of 3 individuals.

Lovely Lane Advertising

Baltimore, MD, United States

Mar 1974 - Jul 1984

Art Director

Generated camera-ready artwork for newspaper ads, magazine ads, and point of purchase materials. This assignment required special design skills such as: technical illustration, layout and design, type specification, camera work and paste-up of mechanical flats. Initially hired as an artist under the company name of Cooperative Advertising.

We could always count on her to meet every deadline while always looking for new ideas that took our work to the next level. She is one of the most conscientious employees that has ever worked for me and I do not hesitate to recommend her.

December 18, 2014

[Mike Arnold, LEED AP](#), Vice President, Environmental Science Associates
Managed Deborah at Environmental Science Associates

Deborah is a detail oriented Graphics Coordinator. She was always a pleasure to work with.

July 11, 2014

[Cyndi Kosmicki](#), Civil Designer
Noble Engineering

While working with Birk Hillman Consultants, Inc., Ms. Menges was responsible for the production of all graphics associated with the various airport design services that the company provided as well as the firm's website. Her work was very professional and on task and the final product was one that the company was proud of. Once a draft was provided to her it was then that she was able to express her design capabilities and provide a document that was in line with the company's portfolio to provide airport design and consulting services within the private and public sector. She was a very important asset to the company and a Birk Hillman team player.

Jan 2015

[Chris Huftill](#)

Worked with Deborah at Birk Hillman Consultants

Deborah task driven, highly organized and creative person who helped Walker upgrade our submittals and with my personal landscaping business.

December, 2009

[Lance Walker, Jr.](#)
Walker & Company

Skills

Adobe Illustrator (Expert)

10+ Years Experience, (Currently in use)



Adobe PhotoShop (Expert)

10+ Years Experience, (Currently in use)



Adobe InDesign (Expert)

7-9 Years Experience, (Currently in use)



Adobe Dreamweaver

(Advanced)

5-6 Years Experience, (Currently in use)



Adobe Flash (Advanced)

3-4 Years Experience, (Currently in use)



Adobe Acrobat (Expert)

10+ Years Experience, (Currently in use)



Corel Draw (Rockstar)

10+ Years Experience, (Currently in use)



Microsoft Word (Expert)

10+ Years Experience, (Currently in use)



Microsoft PowerPoint (Expert)

10+ Years Experience, (Currently in use)



Microsoft FrontPage (Expert)

10+ Years Experience, (Currently in use)



Microsoft Excel (Advanced)

10+ Years Experience, (Currently in use)



Microsoft Outlook (Expert)

10+ Years Experience, (Currently in use)



Education

Adobe

Orlando, FL, United States

Feb 2008 - Aug 2008

Adobe CS3 Certification, Graphic Design

Mid Florida Tech

Orlando, FL, United States

1995 - 1996

Certification, Desk Top Publishing

Towson University

Towson, MD, United States

1973 - 1975

Fine Arts

Americus University

Bachelor of Fine Arts , BVI - online-non accredited by US

2001-2002

Graphic Design

References

Available upon request