

Kate Underhill – BA (Hons) Design

Dependable and flexible freelance designer with six years experience in corporate publishing environments.

Personal qualities

I develop creative and effective design solutions with strong attention to detail. With an efficient and methodical manner, I work in adherence to budget, deadline, and brand guidelines where applicable. Being presentable, likeable and trustworthy, I am suitable for client-facing roles.

Freelance designer, Submonte Ltd, March 2004 – present

With my own limited company, I have worked with a number of design agencies and clients on a wide variety of design projects. These include staff magazines, display and event materials, annual reports, websites, online tools, brand development and the generation of branding guidelines.

As a freelancer I fit quickly into various teams and cultures by being adaptable and quick on the uptake. I have honed my time-management skills to handle multiple projects simultaneously and expanded my technical skills to meet demand.

Agencies I have worked with include:

Four Communications, The Lion Associates, Lang Communications.

End clients I have worked for include:

Smith & Nephew, William Hill, HSBC, PricewaterhouseCoopers, PA Consulting Group, Wimbledon Rugby Football Club, The Chartered Institute for Personnel and Development, and the Economic Development Board of Bahrain.

Designer, Weber Shandwick Worldwide, August 2000 – March 2004

I worked as a member of a corporate publishing department within a large PR company.

My primary focus was the production and development of staff communications for external clients. Alongside this, I provided design support to PR teams within the company and expanded my skills into web design.

Main clients included Woolworths, T-Mobile, Tube Lines and E.ON.

Education

BA (Hons) Design: Typography
University of Plymouth
September 1997 – June 2000

Skills

QuarkXPress 6
InDesign CS2
Photoshop CS2
Illustrator CS2
Artwork for print
Interactive pdfs
Microsoft Office
Dreamweaver MX
HTML coding
XML/InDesign templates
CSS layout
Flash MX

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