

**Lane Jasper**  
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## Objective

I am looking for employment in Graphic Design/Production Design and/or IT services. I have 15 years experience in Graphic Design and Studio Advertising Production, providing final artwork for national printers and service bureaus. I work on both Macintosh (OS 7 thru OS X) and PC (win 3.1 thru Windows Vista) platforms. I also provide IT support for both Macintosh and Windows platforms doing desktop troubleshooting, network support, email support and various system maintenance tasks including file archival, backup and many more tasks of IT support. If you are looking for a team player for your Graphic Design/Production/IT Services needs that has vast technical abilities, look no more. I have impeccable references and letters of recommendation and I am a very outgoing 40 years old professional that can get the job done.

## Experience

2004-2008 **Builder Publications** Carlsbad, CA.

**Graphic Designer/Web elements and IT** Contact = *Lindsay Hawkins 1-858-232-1732*

- Project Manager and Designer for nationwide Home Builders' publications including Pulte Homes, D.R. Horton Homes, and MANY other regional and national homebuilders.
- Managing all digital workflow, website updates, advertising materials coordination such as ftp, email, remote access to file servers etc.  
Performed all duties from start to finish design and layout of product catalogs, direct mail cards, web updates, and Flash "turning-page" online brochures and .pdf documentation  
I left the company due to the closing its doors as the housing market is so tough these days. The demand was no longer there. I have a reference letter.

2003-2004 **Pitney Bowes Management Services** Newport Beach, CA.

**Team Lead / Supervisor** Contact = none Pitney Bowes no longer handles this account due to Corporate downsizing and is the reason I left the company.

- Team Lead/Supervisor of digital copy center  
(I managed 5 employees and 3 locations in Orange County)
- Managed all digital workflow for Pacific Life Insurance Company.  
I Performed all duties related to digital copy center services and output of digital files, including PDF, presentations, catalogs, brochures etc. Also ordered all supplies and scheduled maintenance for 125 digital and convenience copiers throughout the company.

1999-2003 **White/Runkle/Miller & Associates** Spokane, WA.

**Studio Designer / Artist** Contact *Scott Fitzgerald (509) 747-6767*

- All channels of desktop publishing, graphic design and IT services. I worked on collateral, direct mail, branding and corporate design for AT&T Wireless, our agency's primary client. I designed PowerPoint presentations, RFP requests and many other agency and corporate pieces. I worked on all types of IT related issues, supporting the Macintosh Desktop OS 9 and Mac OS X and Windows-based pc's. Digital photography.
- I'm professionally skilled in Adobe Creative Suite 3-5, QuarkXpress 7/8, Microsoft Office 2008-2010 and many other miscellaneous desktop utilities and applications related to the industry.
- I fulfilled all duties related to the prepress of corporate design pieces for national hi-end printers, supplying final art for press. I have a reference letter.

1998-1999 **Thinking Cap Communications** Spokane, WA.

**Production Assistant / Contact: Marvin Reguindin (509) 458-2349**

- Performed graphic production and desktop publishing for national flight magazine and flight related national publication, Airways Magazine.

- I drum scanned images, performed layout and design/production and supplied hi-resolutions finished pieces for press on this monthly publication.
- Duties included enhancing, color correcting and preparing for final art submission to printer for press.
- Additional duties included maintaining computers daily backups, and IT services, such as email and network troubleshooting. I have reference letter.

1997-1998 **Hanna And Associates Agency** Coeur D'Alene, ID.

**Production Designer** *Contact: Monte Mindt (208) 667-2428*

- Created and published Tidymans grocery advertising for all Northwest Tidymans stores.
- Implemented the setup of all computers and printers to produce required advertising materials.
- Directed and shot all digital photography of advertised items and color corrected them in Adobe Photoshop on site at Tidymans in Post Falls ID. I have reference letter.

#### Education

John R. Rogers High School Spokane, WA. (Vocational Skills Center for Graphic Design)

#### Interests

Any and all things technical, (I'm a down to earth geek I admit it). Boating, fishing, the outdoors and the beach.

#### Additional Information

*I have 17 years experience in the Graphic Design/Prepress industry, very knowledgeable in all aspects of Design, Production, IT Services including; troubleshooting, networking and maintenance of Mac and PC platforms. I am vastly skilled in several applications Adobe CS4, Quark etc. and am also very technical and have great knowledge of networking environments, and servers. I have worked in IT depts. as well as Graphic Design/Desktop Publishing depts..*

#### Personal References

Lindsay Hawkins 1-858-232-1732 relationship: friend and co-worker of 4 years

#### Professional References

##### **Thinking Cap Communications and Design**

**Marvin Reguindin.** 509-747-4930

Duties: Freelance employment as studio production artist on Airways Magazine and Martinliners Commercial Airline Book I performed scanning, Digital photography, Photoshop adjustments and page layout for national magazine to final print.

##### **White/Runkle/Miller Associates**

**Roxy Boone Human Resources Manager** 509-747-6767

**Duties:** I worked with Scott Fitzgerald for 4 years at the agency producing Direct Mail, Point-Of-Sale, Collateral and Corporate Branding pieces for AT&T Wireless, as well as several local businesses and companies.

##### **Hanna Associates: Monte Mindt / Studio Creative Director** 1-208-667-2428

Duties: I worked under Monte Mindt for 1 year doing production on Tidymans weekly grocery newspaper insert. Digital photography and layout of 8-page weekly ad.

#### Additional Comments

"I have a very professional attitude and excellent work ethics. I enjoy working with others in any environment corporate or professional, and consider myself a valuable asset to any Agency / Business".

Portfolio and 5 letters of recommendation / creditability available on request.



April 18, 2008

To Whom It May Concern:

I am very pleased to write a letter of recommendation for Lane Jasper.

Lane started working for Builder Publications, Inc. on March 21, 2003 and was immediately a great asset to the company.

His duties were those of a graphic artist, but we soon learned that besides his incredible talents as an artist, Lane had an outstanding grasp of technology. If there was a question of how to get some piece of equipment, be it a printer or router, working properly Lane could solve the problem.

Lane was responsible for creating magazines, brochures, web sites and e-brochures for our many clients. It was a fast paced, demanding environment where he had to meet the needs of our editorial team. Lane was always ready to do whatever it took to meet deadlines.

As a person, it would be hard to find a more agreeable, hard-working, reliable or trustworthy employee. Everyone, whether staff or client, loved working with Lane.

Our business was creating marketing materials for homebuilders and with the recent demise of that industry our sales dropped almost to zero overnight and I suspended operations indefinitely. This is the only reason Lane is no longer with the company. His work was outstanding in every way.

An employer would be very fortunate to hire Lane.

Sincerely,



John Livingstone  
President  
jsl888@aol.com

05.30.03

This serves as a letter of recommendation for Lane Jasper. I've worked with Lane for just over a year as both a peer and a supervisor. In that time, Lane's responsibilities included studio production and prepress work for clients from AT&T Wireless to McDonald's—and nearly everything in between. He also served as our IT technician servicing our network setup, printers and software glitches.

Throughout his time at WhiteRunkle, Lane worked within seemingly impossible deadlines and under the highest possible expectations, often working long hours to meet clients' needs. Furthermore, in addition to exhibiting the necessary expertise and technical proficiency required in his field, Lane has shown dedication, enthusiasm, and uncompromising professionalism, all while maintaining a sense of humor and a healthy dose of perspective.

Since my attempt to bind Lane to his desk in order to prevent him from leaving us has failed, all that remains is to recommend his services to whomever is lucky enough to hire him. This I wholeheartedly—and unreservedly—do.



Tamra Brannon  
Studio Manager

July 17, 2003

Letter of Recommendation  
RE: Lane Jasper

To whom it may concern,

Lane Jasper worked at Hanna for a brief time before moving on. But during his stint here Lane was a very capable production person. Well Versed in all the programs we threw at him.

At the time Lane was a hard worker, a solid team player and a great personality to have in the shop. It's been several years since he's worked here but I know he's been in another agency where his skills have grown along with his responsibilities. Lane is a fun and outgoing person to be around.

I recommend Lane Jasper without reservation to any position in the creative realm that you maybe considering him for.

Sincerely,



Monte Mindt  
Associate Creative Director  
Hanna & Associates

**Hanna**

# ThinkingCap

communications & design

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To whom it may concern,

I've had the pleasure of working with Lane Jasper on several different occasions and I'm always impressed with the amount of computer and production knowledge he has learned since the last time we've met.

The first time we met he was employed at Egghead Software and I was freelancing. The most recent time it was the other way around, as Lane was freelancing for my graphic design company.

His experience in several graphic design software programs and Mac OS troubleshooting makes Lane an asset for any design department as all go hand in hand-it's like having tech support when you need it. If that were not enough, he's also Macintosh and PC. Lane is quick to learn new programs when needed and has a bright future in web design as he polishes his skills in that medium.

I highly recommend Lane Jasper as an employee, freelancer and friend.

Marvin Reguindin  
Owner/Designer  
Thinking Cap Communications & Design