



# HAZE VANCOURT

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## Summary

Knowledgeable Graphic Designer proficient in logos, marketing materials and product design. Focused on providing complete business services to corporate clients. With talent for developing unique custom artwork. Well-versed in generating innovative ideas and concepts. Collaborates with marketing and management teams to identify effective mockups and uses feedback to develop final drafts. Successful at applying technical skills to create art to inform and engage customers. Clear communicator and collaborative team player with eye for detail and skilled in desktop publishing tools and graphic design software. Maintains technical knowledge by attending design workshops, reviewing professional publications and participating in professional societies.

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## Skills

- Point of sale systems
- Inventory management
- Customer service
- Employee development
- Project management abilities
- Advertising familiarity
- Digital graphics
- Corporate branding
- Adobe Creative Suite (Photoshop, Illustrator, Dreamweaver)
- Logo creation
- Website design
- Adobe Creative Suite
- Graphic and Media Design
- Microsoft Office expertise
- Production management
- Project management
- Adobe Premiere
- Adobe Illustrator
- Adobe Dimension
- Adobe Photoshop
- Adobe After Effects
- Adobe InDesign

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## Experience

- Floor Manager** 09/2015 - 04/2019  
The Printory | Portland, OR
- Stayed up-to-date on extensive company products and services.
  - Delegated tasks appropriate to individual employees to provide development opportunities.
  - Improved administrative and procedural process to maximize accuracy and efficiency.
  - Managed inventory and stock levels in coordination with purchasing and receiving department.
  - Managed inventory, cleaning of machines and organizing material within the shop.
  - Inventoried stock every week to identify loss concerns and maintain accurate records.
  - Taught and mentored staff in proper methods for accomplishing embroidery, screen printing and shipping tasks.
  - Directed efficient store recoveries to keep merchandise organized and presentable for customers.
  - Maintained inventory accuracy by counting stock-on-hand and reconciling discrepancies.
  - Mentored employees and instructed on management of complicated sales, complex issues and difficult customers.
  - Performed quality assurance procedures to deliver products and services that met standard grade.
- Head Embroiderer** 10/2011 - 01/2015  
NW Scrubs | Portland, OR

- Read and interpreted work order to uphold specific guidelines and produce high-quality pieces.
- Examined sketches, sample articles and design specifications to ascertain number, shape and size of pattern parts.
- Detected work-piece defects and machine malfunctions, maintaining apparatus to prevent future issues.
- Obtained appropriate tooling and fixtures to revise setups on calibrated test strands.
- Lubricated parts and performed minor maintenance to improve machine function.
- Monitored machines, diagnosed problems and performed basic corrections to keep equipment operational during all shifts.
- Worked closely with team members to deliver project requirements, develop solutions and meet deadlines.
- Handled all delegated tasks, including machine and shop upkeep.
- Improved customer satisfaction by finding creative solutions to problems.
- Improved operations by working with team members and customers to find workable solutions.

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## Education and Training

### **General Studies**

Portland Community College | Portland, OR

**Bachelor of Arts:** Communications

Idaho State University | Pocatello, ID

Expected in 06/2021