

August 13, 2011

Dear Recruiter:

My name is Grant Holt and I am seeking long-term employment an established organization. I am a proven Print Production Specialist with extensive experience I am eager to bring into play.

As a graphic designer, web developer and project manager with 21 years experience in print and six years in web and multimedia development, I am confident I can build and distribute marketing material for your print and online needs.

A majority of my experience centers on print collateral. With experience in developing, designing and producing error-free and cost-effective marketing collateral, I have experience and marketing savvy unequaled by entry-level recruits. Having taught coworkers at Foley's to best utilize QuarkXPress and Photoshop software in design/production and prepress; I understand that there is much I can learn as well.

I have a proven record of proficiently producing high quality concept work including direct mail/fashion catalogs, outdoor advertising, newspaper ads, employee newsletters, training material, brochures and more. Taking projects from conception to completion and excelling in promptly meeting in-house needs is my 'thing'.

My favorite tools are: Photoshop, InDesign (5.5), Illustrator, QuarkXPress 7, Dreamweaver, Fireworks, Image Ready, Flash, Apple's Text Edit and XML Spy. I use Microsoft Office Suite on a regular basis and run both Windows and Mac at home and work.

Being a member of American Marketing Association (AMA), Houston Advertising Federation (HAF), Houston Interactive Marketing Association (HiMA) and International Association Business Communicators (IABC), helps me keep in touch with the latest technologies, trends and methods.

My portfolio is available for viewing at <http://www.linkedin.com/in/grantholt> or <http://www.grantholtcreative.com>.

All of my past employers are on my reference list. I look forward to hearing from you.

Sincerely:
Grant D. Holt

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