SAMANTHA STAMPER-SOUSA

Designer/Illustrator

Ypsilanti, MI 48198

samstamperart@gmail.com

734.771.8871

Graphic Design and Illustration professional offering versatile office management skills and proficiency in Microsoft Office and Adobe programs. Strong planner and problem solver who readily adapts to change, works independently and exceeds expectations. Able to handle multiple priorities and meet tight deadlines without compromising quality.

http://stamper.schmolio.com/#home

#readytowork
Willing to relocate: Anywhere

Authorized to work in the US for any employer



WORK EXPERIENCE

Art Department Team Lead

Underground Printing - Ann Arbor, MI

August 2015 to Present

- Create dynamic and eye-catching designs for customers.
- Lead a team 8 to 9 Art Department Assistants to create graphic art for multiple customers.
- · Assign jobs to employees based on skill level.
- Answer questions or issues brought up by production or co-workers.
- Monitor email for urgent orders or production issues.
- Train new employees on using the art system and programs.

Release Clerk

Livingston International Customs Brokerage - Taylor, MI

March 2014 to August 2015

- Working within a team of Import Specialist and Import Analysts to provide brokerage services to Ford clientele.
- Individually responsible for sending 3461 and ABI notes to clients in orderly and timely manner.
- Responsible for scanning billing information into computer programs.
- Maintain an up-to-date non-image report.
- Updating shipment notes when 3461's and ABI notes are sent.
- Filing check stubs from couriers.

Data Entry Assistant

Randstad Employment Agency - Belleville, MI January 2014 to March 2014

- Worked within a team of data entry assistants to transcribe personal information for the State of Michigan.
- · Worked in multiple computer programs to enter information while maintaining high accuracy.
- Worked in the mail room sorting mail to the correct outlet.

Lab Attendant/Receptionist

Eastern Michigan University - Ypsilanti, MI

December 2011 to December 2012

- Doubled as an in-house Graphic Designer that independently scheduled and collaborated with students in design consultations.
- Responsible for working independently or within a team to assist patrons of the Printing Center and the computer labs with their questions and projects.
- Worked as part of a team that used various computer programs to help students print small and/or large- format documents.
- Worked with students to create transparencies, laminate projects, and cut documents with stationary cutter.
- Responsible for maintaining proper functioning commercial and large-format printers, cutters and laminators.
- Front office and front desk
- Greeted customers and guests warmly and genuinely
- Answered incoming calls, directed visitors and took messages
- Helped with all questions and complaints

Intern

Washtenaw County Community Support and Treatment Service - Ann Arbor, MI

April 2010 to November 2010

- · Filing paperwork.
- Typing and compiling letters for clients.
- · Cleaning the lobby area.
- · Assist in supervising children of clients
- Served as substitute leader of the youth art group.

Student Employee

EMU Dining Services - Ypsilanti, MI

August 2008 to April 2009

- Worked with a team to serve food to students in the Dining Commons.
- Was in charge of sanitizing individual working areas and stocking serving stations.



EDUCATION

Bachelor's in Psychology

Eastern Michigan University-Ypsilanti - Ypsilanti, MI September 2008 to July 2013

Bachelor's in Illustration

Eastern Michigan University-Ypsilanti - Ypsilanti, MI September 2008 to July 2013

High School Diploma in General studies

Harry S. Truman High School - Taylor, MI



SKILLS

- Illustrator (4 years)
- Photoshop (4 years)
- Indesign (2 years)
- Mac OS X (2 years)
- PC (3 years)
- Word (2 years)
- Publisher (1 year)
- Management (3 years)
- Training (3 years)
- Typography (3 years)
- Graphic Design (3 years)
- Printing (3 years)
- Print Production (4 years)
- Adobe (3 years)
- Acrobat
- Greeting
- Adobe Creative Suite
- Illustration
- Layout Design
- Branding
- Illustration
- Adobe Creative Suite



LINKS

http://stamper.schmolio.com/#home



------ CERTIFICATIONS AND LICENSES

Driver's License



ASSESSMENTS

Human Resources Skills: Compensation and Benefits — Highly Proficient

March 2019

Knowledge of compensation and benefits programs.

Full results: https://share.indeedassessments.com/share assignment/gkniklxqlr3tfj-u

Attention to Detail — Proficient

March 2019

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: https://share.indeedassessments.com/share assignment/zpmdeegitfdr58dr

Graphic Design — Highly Proficient

October 2019

Using graphic design techniques and producing visual media to communicate concepts.

Full results: https://share.indeedassessments.com/share_to_profile/30b55762441be4fcd3921895aad3a79b

Graphic Designer/Production Artist — Highly Proficient

October 2019

Speaking clearly, correctly, and concisely.

Full results: https://share.indeedassessments.com/share_to_profile/

f154ce8c4bfd7451e8f069747472e35eeed53dc074545cb7

Customer Service Skills — Highly Proficient

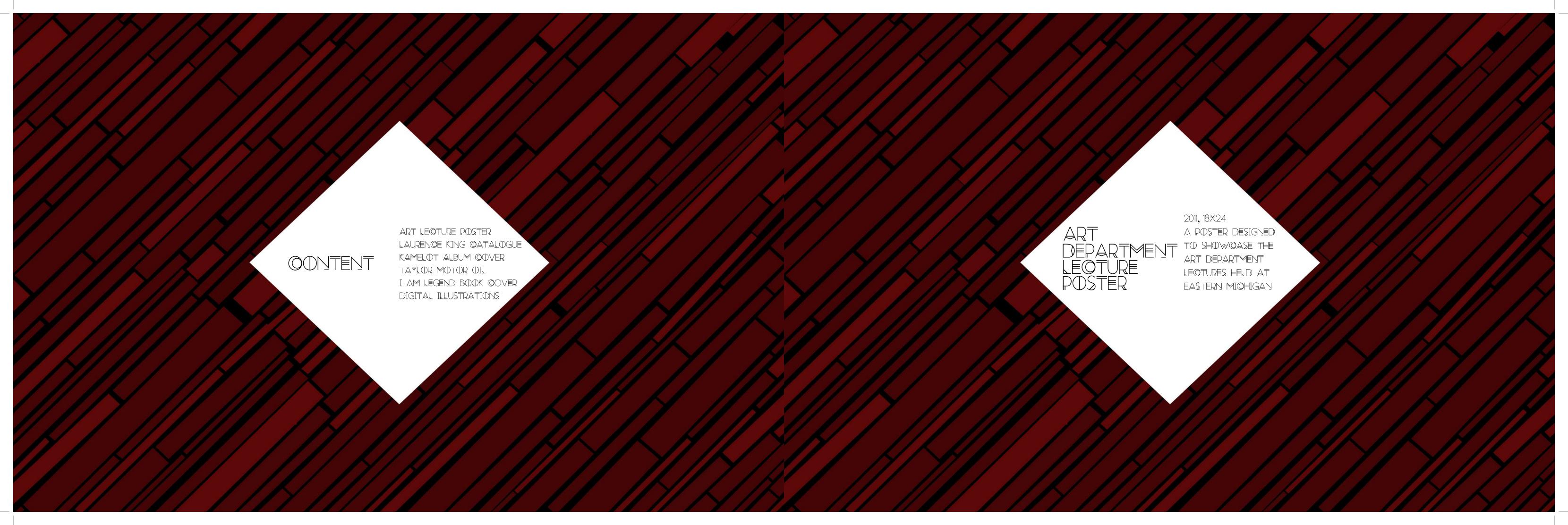
June 2019

Measures a candidate's skill in evaluating approaches to customer service & satisfaction.

Full results: https://share.indeedassessments.com/share_to_profile/b914077b02186e3b7cb3e72843811b22eed53dc074545cb7

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.









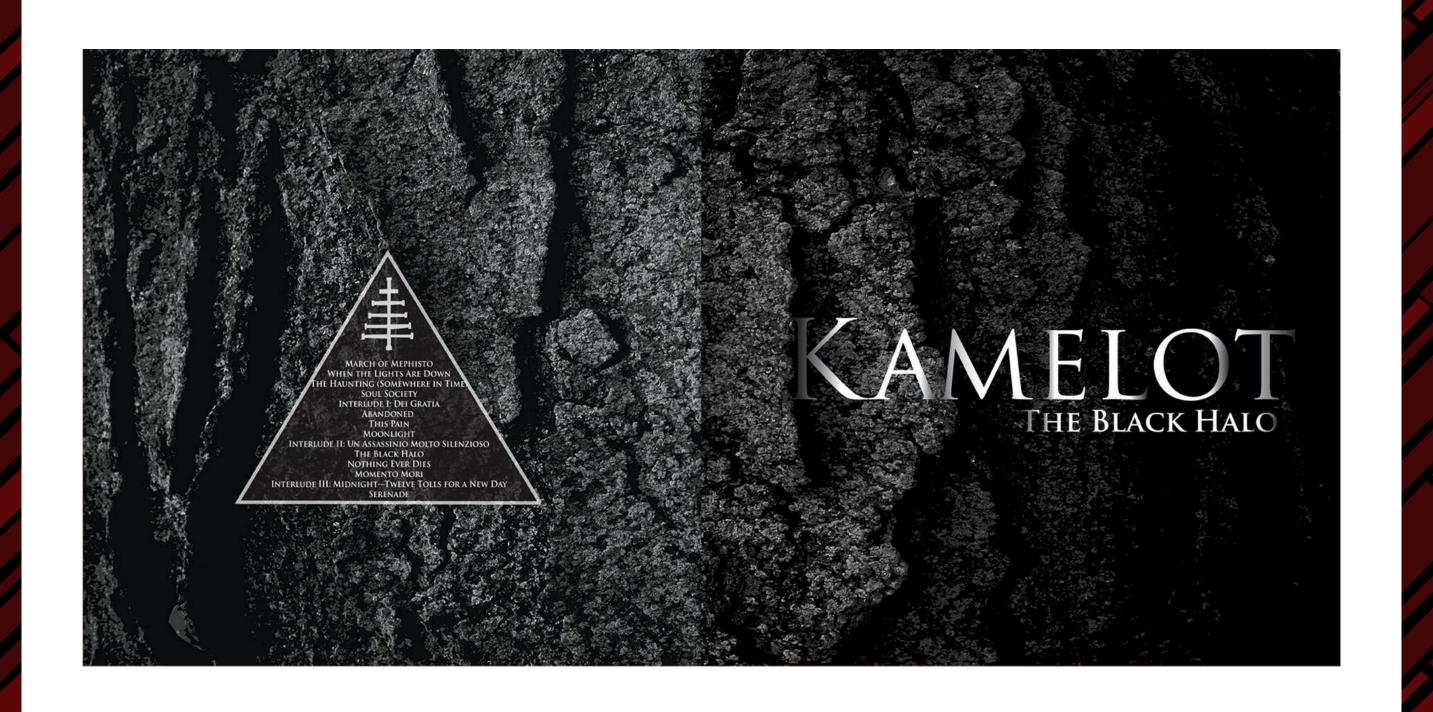




2011, 7X57
TASKED WITH OREATING
A UNIQUE DESIGN FOR
THE LAURENOE KING
DESIGN OATALOGUE







TAYLOR
PIEOE WAS TO OAPTURE
THE ESSENCE OF MY
HOMETOWN OF
TAYLOR MICHIGAN

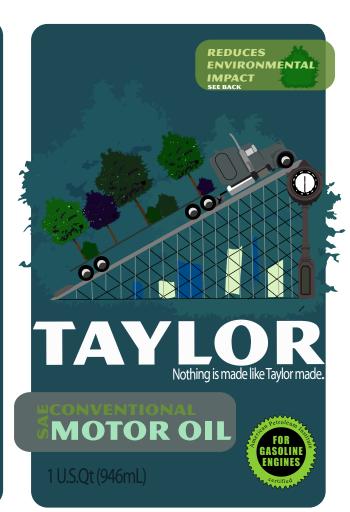
TAYLOR MOTOR OIL

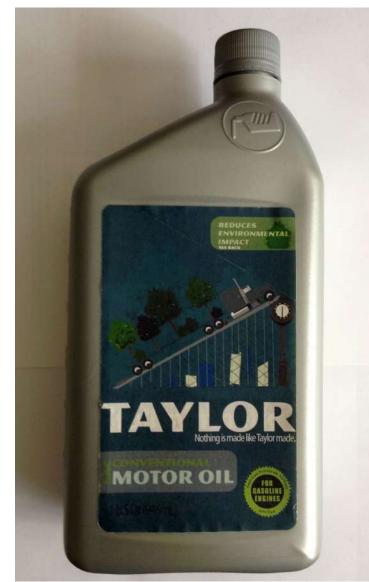
50% Recycled oil: 100% Taylor

thorougly with soap and water
KEEP OUT OF REACH OF CHILDREN













2014**,** 11X8 THE PURPOSE OF THIS A OOVER ILUSTRATION THAT REFLECTS A THEME IN THE MOVEL

