

M A D E L I N E L E T T R E C O M O G L I O / graphic designer

freelance graphic design

MLC DESIGNS, LLC • BALTIMORE, MD • OWNER • AUGUST 2006 - PRESENT

- mlc designs specializes in publication, identity, and custom invitation packages
- LONG-TERM CONTRACTS
 - charmed magazine / *design branding, layout, and client advertisements for 24-page bi-monthly lifestyle magazine with 30,000+ circulation in baltimore city*
 - kennedy krieger institute / *design brochures, newsletters, quarterly magazine, and special event materials within specified brand standards*
- CLIENTS
 - hazon / *custom cycling apparel, promotional items*
 - alizee boutique bistro & wine bar / *logo & identity package, advertisements*
 - the pearl spa & salon / *advertisements, special event packages*
 - derty t's / *logo & identity package, custom apparel*
 - antek healthware / *consulting, special events planning, identity & trade display design*
 - brides & moms / *custom wedding & baby invitation packages*
 - whitestar sales & promotions / *logo vectoring, direct mail pieces, promotional items*
 - sca / *software training, publication design*
 - obsidian realty / *advertising, special event package*

professional experience

ANTEK HEALTHWARE • REISTERSTOWN, MD • MARKETING & COMMUNICATIONS MANAGER • APRIL 2005 - AUGUST 2006

- designed all visual communications / *advertisements, brochures, sales literature, tradeshow displays, direct mail, promotional materials, email campaigns*
- managed launch of new corporate website / *development, design, and regular updates*
- produced quarterly customer newsletter

LIVE BALTIMORE HOME CENTER • BALTIMORE, MD • MARKETING & EVENTS MANAGER • SEPTEMBER 2002 - APRIL 2005

- graphic designer for all in-house graphic materials, both print and web / *brochures, event flyers, direct mail pieces, website banner ads*
- managed the development, production, marketing, and execution of all public events / *home-buying fairs, city festival booths, fundraising initiatives and special events*
- webmaster of 500-page livebaltimore.com web site / *updated and built new sections, developed content, and marketed site to consumers*
- produced weekly HTML newsletter with 5,000+ circulation

SORG AND ASSOCIATES, P.C. • WASHINGTON, DC • MARKETING COORDINATOR • AUGUST 2000 - AUGUST 2002

- designed and coordinated all public and private sector rfp's
- designed all corporate marketing materials / *company brochure, identity package, media pieces*
- coordinated public relations initiatives
- managed launch of new corporate website / *development, design, and regular updates*
- edited and designed monthly company newsletter

software knowledge

adobe creative suite / *indesign, illustrator, photoshop* • quark xpress • macromedia dreamweaver • microsoft office

education

UNIVERSITY OF MARYLAND • COLLEGE PARK, MD • B.A. MARKETING • GRAPHIC DESIGN CONCENTRATION • 2000

PORTFOLIO & REFERENCES AVAILABLE UPON REQUEST

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