



JANICE CORINNE NOSKE

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EXPERIENCE

PRO Unlimited & ZeroChaos

February 2013–Present

Contract Assistant Art Buyer at HMMH.

Manage art creation & acquisition process for K–12 educational materials; tracking & management of vendors and art assets.

Freelance Graphic Designer

2001–Present

Branding, card & invitation design, illustration, photography, and website design for clients in film, music, recreation, and technology.

Abso Lutely Productions (The Eric Andre New Year's Eve Spooktacular)

Los Angeles, CA ■ December 2012

Art Department Intern. Construction of set, prop research & acquisition, and provide general support to Art Director & Set Dresser.

Sneaky Pete Productions (BFFs)

Los Angeles, CA ■ October 2012

Graphic Designer. Develop production logo and on-screen prop brochure; set photography.

Houghton Mifflin Harcourt (HMH)

Austin, TX ■ February 2004–July 2012

Sr. Technical Production Specialist. Develop clean prototypes, production templates, master graphics, spec guidelines, and process documentation; contribute to new content output initiatives (e.g., HMH Fuse, Custom Solutions); process & Adobe subject-matter expert.

Sr. Ancillary Designer. Create designs, master graphics, and process resources for print ancillaries; manage quality of vendor output.

ATX Television Festival

Austin, TX ■ June 2012–Present

Manage arrival of VIPs and oversee festival volunteers at airport; assist in managing panelist transportation schedules; provide general support.

Theme Park Studios

Austin, TX ■ November 2010, June–August 2011

PR Liaison. Support talent with press and promotional events; Wizard World Austin 2010 “Buffyfest” panel moderator.

Fantastic Fest

Austin, TX ■ September 2010, September 2011

Volunteer. Support festival concierge by greeting VIPs at airport; provide general support.

Sponsorship Liaison. Assist sponsorship & PR staff by supporting corporate sponsors such as FEARnet & IFC.

Aquent Inc

Austin, TX ■ July 2001–December 2003

Graphic Designer. Display & POP graphics, marketing brochures, packaging, photo research, and trade show graphics for clients including Burnes of Boston, Commemorative Brands, and Triad Food Group.

Zeitgraph Inc

San Antonio, TX ■ June 1999–February 2001

Graphic Designer. Design, photo editing, and production; branding, financial reports, marketing collateral, museum signage, and sales presentations for clients in education, hospitality, and professional services.

EDUCATION

San Antonio College

San Antonio, TX ■ 1994–1999

Associate of Applied Science – Graphic Arts

Associate of Arts – Social Science

Baylor University

Waco, TX ■ 1993–1994

GENERAL SKILLS

Critical Thinking, Customer Service, Organization, Problem Solving, Process & Vendor Management, Technical Writing, Verbal & Written Communication, Workflow Development

SOFTWARE

Acrobat, Dreamweaver, Google Drive, InCopy, InDesign, Illustrator, Photoshop, Extensis Suitcase, Font Agent Pro, Microsoft Office, Quark XPress