



Laurie A. Bend

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Experience

Freelance Graphic Designer, pageonedesign

March 1989 - present

Design logos, business cards, brochures, rack cards, newsletters, proposals, forms, flyers, invitations and many more marketing collateral for large and small businesses in California, Georgia and Michigan. All projects managed from concept through print/web.

Office Manager, Bend Chiropractic Center

August 2002 - May 2014

In charge of patient intake, insurance and patient billing, business marketing & promotions, forms creation, staff hiring and evaluation, staff training, and all necessary assignments for the improvement and successful flow of the office.

Graphic Arts Specialist, Santa Clara County Office of Education

May 1988 - August 1993

Design newsletters, brochures, invitations, manuals, catalogs, flyers, posters, logos and other projects for SCCOE programs, including an employee orientation video. Trained staff in desktop publishing. All projects managed from concept through paste-up/printing.

Graphic Artist, City of San Jose - Parks & Recreation Department

November 1986 - August 1988

Design newsletters, brochures, class catalogs, flyers, park maps, posters, logos and other projects for Parks & Recreation programs. Trained staff in graphics. All projects managed from concept through paste-up/printing.

Professional Skills

Project Management | Office Management | Scheduling/Billing | Estimating
Adobe Illustrator | Adobe Photoshop | Adobe InDesign | Quark Xpress
Microsoft Word | Microsoft Excel | Social Media | WordPress | Marketing

Education

San Jose State University, San Jose CA
Bachelor of Science - Graphic Design

Leadership Monterey Peninsula, Monterey CA
Class of 2015

Awards

1st Place Book Category -
Publish! magazine

Exemplary Newsletter -
Association of California
School Administrators

1st Place Special Purpose
Brochure - California
School Public Relations
Association North

1st Place Logo Design -
Salinas Valley Business
Women's Network

"Friends of Education" Award
Monterey Bay Teacher's
Association

2015 "Woman of the Year"
Professional Women's
Network of the Monterey
Peninsula

Professional Groups

Professional Women's Network
of the Monterey Peninsula

Salinas Valley Business
Women's Network

Volunteer Groups

Meals on Wheels of the
Salinas Valley, Inc.

Girl Scouts of California's
Central Coast

Friends of Monterey High
School Theater

Parent Teacher Association
MPUSD schools