

# Ryan Allen

505 Upton Ave • Schulenburg, TX • (940) 453-8803 • ryan@finchworkscreations.com • [www.finchworkscreations.com/portfolio](http://www.finchworkscreations.com/portfolio)

---

## EDUCATION

**Texas A&M University | College Station, TX**

*Graduated December 2015, Magna Cum Laude, GPA: 3.73/4.0*

Bachelor of Arts in Anthropology, Minor in Sociology

## EXPERIENCE

### **Finchworks Creations**

***Owner, Designer, Printer***

- Design logos, product labels, decals, stickers, promotional materials, and branding packages for clients and small businesses
- Print product labels, stickers, vinyl graphics and decals, window graphics, and posters
- Provide ongoing support for small businesses by managing social media presence (Instagram, Facebook), updating websites, and generating advertisements
- Administrative tasks include maintaining printing and packaging inventory, generating quotes and invoices, and managing financial expenditures
- Create, update and manage client websites

**Schulenburg, TX | Remote**

***Aug 2021 - present***

### **Alphagraphics**

***Art Director***

- Supervised the creation of all digital art and ensured files were press-ready
- Communicated with clients throughout the design, proofing, and printing process
- Managed all social media platforms by creating ads and updates to boost business and improve customer relations
- Maintained online organization system to keep files up-to-date and saved correctly

**Washington, DC | Remote**

***Nov 2018 - Oct 2023***

### **Wide Format Specialist**

- Oversaw printing and production for all wide format prints and special production pieces
- Applied prints to substrates including foam core, metal, and corrugated plastic
- Assembled banner and meter boards for pop-up displays and conference materials
- Operated and performed routine maintenance on wide format machines including 60" HP Printer, 60" roller & laminator, and vinyl cutter
- Ensured all art was print-ready for wide formats
- Installed banners, signage, and cut vinyl at customer location

***Aug 2017 - July 2021***

### **Copy Corner**

***Art Director***

- Served as the team's lead graphic designer and pre-press specialist
- Led and managed the graphic design and digital printing services team of 15 employees
- Assisted with hiring process and oversaw new-hire onboarding and training schedules
- Developed a new training process focused on increasing employee efficiency and independent workflow, and improving employee retention and team morale
- Collaborated with other department heads to make technological purchasing decisions and acted as the liaison with third party technology support companies
- Increased department production and customer satisfaction by creating a department-wide task system for optimizing organization and efficiency
- Maintained Xerox digital presses and wide format printers
- Managed department inventory and placed supply orders
- Intervened as necessary to address customer concerns

**College Station, TX**

***Nov 2018 - Oct 2023***

## SKILLS

**Proficient in:** • Adobe InDesign • Adobe Illustrator • Adobe Photoshop • Canva • Mailchimp / Constant Contact

**Experience with:** • Adobe Premiere • Adobe After Effects • Microsoft Suite