

# Kate Krizan

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## KNOWLEDGE

Adobe Photoshop CS Microsoft Office  
Adobe Illustrator CS  
Adobe InDesign CS Mac OS X  
Adobe Acrobat Pro

Quark XPress Fireworks  
Pagemaker Dreamweaver

## EDUCATION

Parson's The New School  
Graphic Design

George Washington University  
Graphic Design

*Presenting Data @ Information:  
A One-Day Course Taught by Edward Tufte*

University of Delaware, MA  
Art History

Georgetown University, AB  
Art History

## PROFESSIONAL AWARDS

### **Mercatus Award**

Best Federal government annual report  
2003, 2004, 2005

### **National Association**

#### **of Government Communicators**

Gold, Elevator Poster campaign, 2009  
Gold, G-20 Conference collateral, 2010  
Gold, OSHA Heat campaign, 2011

## ADDITIONAL SKILLS

Intermediate reading & speaking knowledge of:

Spanish  
Italian

Basic reading knowledge of:

French

## PROFESSIONAL HISTORY

### **U.S. Department of Labor**

200 Constitution Avenue NW N-6315 Washington DC 20210

02/2002 -  
present

#### **Assistant Art Director**

- Creative direction and layout design for marketing collateral
- Design logos, identities, posters, brochures, reports and Web graphics
- Department-wide liaison for graphics department
- Enforce agency and Departmental brand standards
- Oversee photo and video shoots
- Copy writing and editing
- Consult on the layout of annual report and other large publications
- Manage junior and contracting designers
- Contract with fine artists and freelance photographers
- Assist with administrative and financial duties
- Work closely with pre-press and printing vendors

### **Kate Krizan Design, LLC**

964 Florida Avenue NW Washington DC 20001

09/2001 -  
present

#### **President and Principal Designer**

- Successfully manage all aspects of freelance design business
- Clients include organizations, educational institutions, non-profits, public sector companies and software developers
- Branding, identities, digital design, print design
- Consult clients on marketing and branding strategy
- Negotiate pricing, oversee budget
- Hire and manage freelance designers
- Identify and establish contact with prospective clients
- Stay aware of/implement best-practices and trends in design
- Work closely with pre-press and printing vendors

### **National Council of State Housing Agencies**

444 N Capitol Street NW Suite 700 Washington DC 20001

01/2001 -  
08/2001

#### **Director of Communications @ Design**

- Marketing strategy; implemented design & production
- Illustration, photo retouching and manipulation
- Supervised publications assistant
- Outreach to state organizations

### **Connelly School of the Holy Child**

9029 Bradley Boulevard Potomac MD 20854

06/1999 -  
12/2000

#### **Director of Communications**

- Branding & marketing strategies for fund raising campaigns
- Conceptualize, design and manage Web site
- Design & produce all print collateral
- Write and edit magazine and Web copy

### **Renee Comet Photography**

2141 Wisconsin Avenue NW Suite 1 Washington DC 20007

02/1997 -  
06/1999

#### **Photographer's Assistant**

- Assist and photograph food and still life
- Work with chefs, designers and corporate clients
- Prop and food stylist