

Raúl Garcia
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PRINT INDUSTRY SKILLS: MANAGERIAL SKILLS:

- 12+ years Production Management
- Proven leadership ability and employee development (teaching, coaching, empowering, positive reinforcement)
- Well versed in P&L and COG reports
- Highly adaptable, able to negotiate new and changing environments
- Creative problem solving in virtual and physical realms
- Strong communication skills
- Multi-tasking, detail oriented
- Sales / Project Manager
- Bilingual (Spanish)

TECHNICAL SKILLS:

e-Commerce:

Implemented and managed web-based print-on-demand workflow and management system
On-site and Off-site training and setup of web-based print-on-demand workflow and management solution for print customers

IT and Network Support:

Gateway, Router, Email, FTP, Data Backup (Retrospect) setup and configuration
Microsoft Network, TCP/IP, and AppleTalk

Graphic Design and Web Development:

Vastly proficient in Photoshop, Illustrator, InDesign, QuarkXPress, Acrobat Suite, Microsoft Office Suite, FileMaker Pro, Dreamweaver
Create efficient web code using XHTML, CSS, PHP
Highly knowledgeable in image scanning, color correcting, large format printing, pre-press work for traditional offset printing, digital 4-color and high-speed black and white printing

Document Specialist:

HP Indigo 4 color press, Heidelberg 9110, Xerox DocuTech 135, 6135, and 6180, Xerox DigiPath System, DocuColor 12, 40, and 2060, Canon C3200 and Z500

Computer Gearhead:

Build, upgrade and maintain PC and Apple computers
Fluent in MS Windows and Mac OS environments, intermediate Linux OS

WORK HISTORY:

2000 to Present **Fusion Concepts in Design** (Tracy, CA)

Owner / Print Broker

- Project manage production of marketing, web and printed matter
- Sales, new and on-going clients
- Work closely with print partners and graphic artists to produce time sensitive material
- Up-to-date with industry standard creative software
- Manage costs and production timelines
- Control Profits and Losses
- Accounts Payable and Receivable

- 2008 to Present **MegaSolutions Corp** (Belmont, CA)
 Director of Online Solutions / Pre-Press
- managed web-based print-on-demand ordering system (iWay and PressWise)
 - Template and work-flow management
 - IT and network maintenance
- 2004 to 2007 **MegaPrint Digital Printing** (Belmont, CA)
 Director of Customer Solutions / Project Manager
- Implemented and managed web-based print-on-demand ordering system (iWay by Press-Sense)
 - Created and maintained custom web-based templates for variable data and static POD orders
 - Created custom web portals for vendors and customers
 - Trained clients on use of web-based POD ordering system
 - Provided on-going customer support and off-site POD assistance
 - Troubleshoot hardware, software and network issues on and off-site
 - Developed FileMaker Pro production and workflow tracking system
 - Maintained and protected customer archive server with daily backup procedures and maintenance
 - Maintained a working network environment for 20 employees
 - Enforced quality control protocols
- 2002 to 2004 **Zebra Business Center** (Santa Clara, CA)
 Project Manager / Sales
 Managed marketing, direct mail and creative service projects
 Worked closely with internal and external production teams to ensure adherence to deadlines
- Developed new business relationships
- 1999 to 2002 **Compulmaging** (Santa Clara, CA)
 Assistant General Manager
- Supervised junior management and production departments
 - Invoicing and sales tracking
 - Oversaw customer service development
 - Aligned production labor hours with weekly revenue
- 1996 to 1999 **IKON Office Solutions / Graphic Solutions** (Albuquerque, NM)
 Production Manager
- Supervised graphic design and print production crews
 - Provided off-site support for creative service project preparation
 - Matched production labor hours with daily revenue
 - Implemented employee incentive program to reduce waste and improve production accountability
 - Maintained production inventory
 - Awarded 5th place, IKON National Recognition, 4th Quarter 1998

EDUCATION:

Masters Institute (San Jose, CA)
 Multimedia-Video Communications

San Jose State University (San Jose, CA)
 Graphic Design