

# Martina M. Nadel

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Education School of Art+Design  
Purchase College, State University of New York  
Purchase NY  
BFA in Graphic Design, December 2008

Work Experience **Silently Screaming Designs**  
Yonkers, NY, September 2007–present

## *Founder/Lead Graphic Designer*

- \* Design customized wedding and party invitations with matching stationery such as response, seating and thank you cards, stickers, banners, and other products
- \* Check proofs from printer to ensure color quality
- \* Assemble invitation sets when necessary
- \* Built and maintain website, business Facebook page, Instagram, Pinterest, and LinkedIn
- \* Made online and print posters advertising upcoming concerts for the following clients: **Dock 73 Studios, Mister D's Pub and Lounge, Profound Promotions, and Chester Gregory** (Broadway Actor)

**Visual Profile Books**  
New York, NY, January 2008–present

## *Freelance Designer (2016–present)*

### *Art Director (2008–2015)*

- \* Design grids, layouts, and jackets for architecture, interior design, urban development, and monograph books
- \* Color correct photographs for all books
- \* Examine wet proofs from printer for color and ozalids for folio accuracy
- \* Develop marketing materials for publications
- \* Update website with new publications

**RSD Publishing, Inc**  
November 2013–Present

## *Freelance Designer*

- \* Designed grids, layouts, and jacket for all publications during this period
- \* Color corrected photographs for book
- \* Prepared print-ready files
- \* Develop marketing materials for publications
- \* Designed *RDI Review* online magazine

**Mercy College**  
Dobbs Ferry, NY, March 2010–May 2012

## *Assistant Director Of Marketing*

- \* Created and edited ads for magazine, newspaper, bus, and online as well as postcards brochures, and in-house marketing materials
- \* Managed and oversaw the printing process with outside printers to ensure timely completion and high quality design pieces

**Maxxima**  
March 2010–November 2011

## *Freelance Designer*

- \* Created layouts for seasonal product catalogs according to company comps and prepared print-ready files

**PANTONE**  
Carlstadt, NJ, May 2007

*Administrative Temp, Licensing Department*  
\* Organized files  
\* Conducted online research to protect the PANTONE brand from unauthorized use

**Blimpie, Maui Tacos, & Smoothie Island**  
September 2007–May 2008

*Freelance Designer*  
\* Designed new logo for Smoothie Island  
\* Produced postcards and flyers and edited previously made illustrations

**Annunciation School**  
Crestwood, NY, Spring 2005–Spring 2009

*After School Program Teacher*  
\* Instructed arts & crafts class for kindergartners

Charitable and  
Non-Profit Work

**Catholic Daughters of the Americas**  
**Court St. Therese Little Flower #2644**  
Yonkers, NY

*Regent, May 2016 - Present*  
*Treasurer, May 2012 - April 2016*  
\* Chief administrator of the order in the Court and responsible to the state regent  
\* Enforce the bylaw of the order  
\* Preside at all meetings  
\* Organize all charitable events and volunteer opportunities, work with Pastor and School Administrator when needed, appoint all committees, and be an ex-officio member of all committees  
\* Represent the Court at meetings of the State Court  
\* Be responsible for the development and updating of Standing Rules for the Court  
\* Countersign all Local Court checks drawn and signed by the Treasurer  
\* Appoint a Financial Review Committee twice a year to review books at audits.  
\* Participate in charitable initiatives to benefit needy parishioners and disaster victims in the United States and abroad  
\* Volunteer with Bronx Veterans Hospital

Special Skills

Proficient in Adobe InDesign, Photoshop, and Illustrator, Microsoft Office, PC and Mac platforms  
Photography, photo editing and developing, bookbinding, painting, drawing, letterpress, and silkscreening