



Richard C. James

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Employment History

January 2009 to present

Retired.

Retired as a graphic artist but continues to maintain a busy schedule by volunteering for various civic organizations. Founded the **Billtown Film Festival** (February, 2009). Organized the First and Second Annual Billtown Film Festivals (April, 2010 & April 2011). Written as a featured columnist in the **Williamsport Sun Gazette** and has contributed articles to the **Williamsport Guardian**. Volunteered for the **Williamsport Mainstreet Promotions Committee** (November, 2007), became chairman and consequently a member of **Our Towns 2010 Board of Directors** (April, 2008). Designed website, marketing materials and Flash animation for the Williamsport-Lycoming Mainstreet Organization. Appointed by Mayor Gabe Campana to the **Brandon Park and Shade Tree Commissions** (June, 2009). Published an online newsletter, "**An African-American Perspective**", (April, 2007) to promote greater racial harmony in the Williamsport community.

May 2003 to January 2009

Freelance Graphic Designer.

Produced materials for Community Alliance for Progressive Positive Action (**CAPPA**), a non-profit organization for at-risk youth. Designed T-shirts, team jerseys, signs, posters, billboards and the organization's logo. Also designed website interfaces for **Intrada Technologies, Inc.** Designed logo and Identity system for **Chomas Dentistry**, Watsonstown Pa. Designed P-O-P cards for **Griggs Coffee Store**, Montoursville, Pa. Designed posters for **Bethune-Douglass Community Center**. Created marketing concepts and business cards for **ASET Solar Technologies, Inc.**, Bloomsburg, Pa.

Redesigned web site for **Purity Candy Co.**, Allenwood, Pa. Also produced marketing campaign materials to elicit fond memories of adults eating chocolate goodies as children. Designed 100 years anniversary seal. Visit www.puritycandy.com

Created and produced marketing materials and sales promotion literature for **Strong Industries, Inc.**, a plastic manufacturer of hot tubs, spas, and above ground pools in Northumberland, Pennsylvania. Established comprehensive corporate graphic guidelines, distributed graphic files to vendors, publications, and dealers via email and CD disks. Operated in-house print shop. Produced and maintained technical manuals and instruction sheets. Designed, produced and coordinated full-page, full color and B&W ads for local newspapers and magazines.

March 2003 - May 2003

Webb Communications Inc., Williamsport PA

Freelance Graphics Arts Consultant, Webb Communications Weekly Newspaper - Created cover art for newspaper, designed and produced highly profitable special 24-page inserts for Real Estate and Home Improvement markets, designed and produced various special projects.

February 2002 - March 2003

Webb Communications Inc., Williamsport PA

Pre-Press Technician - Art Director, Webb Communications Weekly Newspaper - Responsible for the look and feel of a weekly publication that was mailed to over 50,000 homes in Lycoming County, Pennsylvania. Duties included establishing style guidelines, assigning and directing photo-shoots, creating and producing art for the cover, special sections, self promotional ads and illustrations for articles. Worked closely with the editors, to design and produce "a family-oriented newspaper" from what was a simple classified advertisement "shopper-type" newspaper. Created and redesigned sales materials, rate sheets, business cards, etc. Assisted in the development of a presence on the Web, designing support materials and graphic interfaces for use on the Internet.

(continued on page 2)



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continued from first page.

February 2001 - November 2001

One Call Weekly Classified Newspaper, Williamsport PA

Graphic Designer - Created, designed and produced display ads for local businesses in weekly newspaper. Created and produced other special projects as needed. Produced self promotional ads for newspaper. Proofed and made adjustments when necessary and sent files to commercial printer via FTP site. Redesigned layout of paper for zone development. Produced and supplied ads to be printed in other publications such as the Williamsport SunGazette. Provided guidance to Art Dept. Staff, conferred with management regarding goals of newspaper and performed some supervisory duties such as interviewing and hiring candidates for graphic artist positions.

September 1998 - December 2000

SCT Corporation, Malvern Pennsylvania

Administrative Clerk Assisted the creation of an on-line informational database for the corporate headquarters' Mailroom and Copy Center

July, 1991 - September, 1998

Richard C. James Design, Harleysville, Pennsylvania

Freelance graphic designer, production artist, illustrator. Operated one-person studio as well as provided art services for clients on-site. Provided art direction for photoshoots, assisted other artists with large design projects. Created a full range of printed materials from 4-color brochures, to simple 2-color sell sheets. Designed ads for placement in local newspapers and national magazines. Produced identity systems and logos for small companies and large corporate entities.

Skills

QuarkXpress, Adobe Creative suite(Photoshop, Indesign, Illustrator and Flash). Able to hand code HTML web pages. Able to create special customized "clip art" and technical illustrations.

Other Stuff

As a freelancer I have worked with notable Philadelphia regional design firms such as Roska Direct Marketing, Inc., Mueller & Wister, Inc., Group Two Advertising, Crawley, Haskins & Rodgers Public Relations, Munroe Design and TBC Associates. Other firms and organizations that I have worked with directly, or indirectly, include: Topak Direct Marketing Inc., Philadelphia Gas Works, StarrChild Productions, AstraMerck Pharmaceuticals, Inc., Connaught Laboratories, St. John's Episcopal Church of Norristown, PA, InfoTech Services, Inc., Adaptive Strategies, Inc., Creative Energy Options, Anita T. Conner & Associates, P.C., Garon Products, Inc., and We Love Country, Inc.

My print portfolio is available upon request.