



CLAIRE E. CREVEY



Ms. Crevey is the Assistant Graphics Manager at Long International. She has more than 16 years of experience in professional graphic design, writing, editing, and proofreading. Ms. Crevey has worked with many diverse clients with unique needs, including consulting firms, small businesses, nonprofit organizations, and the publishing industry. She has designed, edited, and proofread complex documents including books, case statements, trade catalogs, and multi-page brochures. Her experience also includes branding, logos, business cards, web banners, brochures, infographics, illustration, and websites. Ms. Crevey's projects often employ a variety of her skills in visual and verbal communications. She has expert skills in Adobe Photoshop, InDesign, and Illustrator as well as Microsoft Office software programs including Word and Excel.

EDUCATION

Studies in Media Arts and Visual Communication, Indiana University–Purdue University Indianapolis, 2007–2008

Web Markup and Style Coding Certificate, Web Site Development Fundamentals Certificate, and Desktop Publishing Fundamentals Certificate, University Information Technology Services, Indiana University–Purdue University Indianapolis, 2007–2008

Cornell Prelaw Program and Internship in New York City, Cornell University, 2002

B.A., with Distinction, English, University of Michigan, 2002

Studies in Literature and History, National University of Ireland Galway, 2001

PROJECT EXPERIENCE

Ms. Crevey's design projects include original illustration, intricate photo editing, infographics, and branding. Representative project experience includes the following:

- Designed book jackets and all interior page layouts for multiple books and coordinated final printing with outside vendors. Copyedited and proofread book manuscripts and wrote sales copy for the back covers of books. These books included photography, poetry, painting, fiction, memoirs, guides, and academic texts.
- Designed casebooks for multiple consultants and nonprofits and an Annual Report for Indiana University–Purdue University Indianapolis. Created a monthly nonprofit newsletter and a weekly email newsletter.
- Designed posters, flyers, tee shirts, magnets, stickers, infographics, calendars, interactive PDF forms, web banners, social media graphics, and memes. Created ads for magazines, newspapers, and websites.
- Branded small businesses, including designing logos, business cards, brochures, websites, and brand guidelines.
- Wrote sales copy for apps, emails, websites, audio programs, and books. Also wrote feature stories, including interviews.
- Copyedited and proofread résumés, grant proposals, podcast transcripts, email newsletters, and websites. Edited a program guide for the Parliament of the World's Religions.
- Managed marketing campaigns and publicity channels, including administrating Facebook, Twitter, Instagram, LinkedIn, and MailChimp accounts. Administered websites and blogs, wrote press releases, and coordinated publicity with cosponsors.