

OBJECTIVE

Deadline-driven and detail-oriented, highly creative thinker and problem solver seeking a growing team environment to utilize my experience and passion for conceptual, creative and well-developed design



HELLO@RACHELDUPUIS.COM



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SKYPE: DUPUIS-DESIGNER



WWW.LINKEDIN.COM/IN/RACHELDUPUIS



WWW.PINTEREST.COM/HAUTEPIXEL



REFERENCES:

DANA KINGSHILL (HARGER HOWE): 713/ 721-5821
OSWALD SCOTT (JUDGE & MENTOR): 713/227-8060
MIKE PATTON (ADDOGS): 713/248-7811

EDUCATION

HANCOCK HIGH SCHOOL

Diploma, Kiln, MS, 1999

ART INSTITUTE OF HOUSTON

Associate Degree of Applied Science
Graphic Design, 2004



HTML CERTIFIED

w3schools, 2013

TECHNOLOGY

- Adobe Creative Suite 6/CC (Ps, Id, Ai, Dw, & more)
- Microsoft Office (Word, Powerpoint, Excel, Outlook)
- Acrobat/Interactive PDF
- HTML
- Wave 2 Publishing Software
- Wordpress
- Social Media Integration
- Google Analytics & SEO Optimization
- mac/PC cross-platform



LOCATION



where the magic happens

ADVENTURES



PAINTING



DIY



CAMPING



HIKING



TRAVELING



FASHION



MY CAT (JINX)



MUSIC



WINERIES

PROJECTS

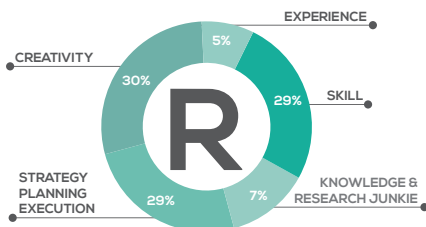
Xtreme Lashes	happy stag inc.
Angelic Alchemy	Street Corner Books
Rich Imports	Black American Success
Oswald Scott: Judge & Speaker	For Married Women Only
Susie Atkins, ADR	Kasey Bertling
JMuzacz	La Port By The Bay
Ajmani Acupuncture	Studio 90 Salon
Fat2.fitness	Body Balance Works
Texas Center for Massage Therapy	Creative Circle



PROFESSIONAL HOBBIES

- knowledge junkie: TEDx, lynda.com, uDemy
- networking: local meetups, Women in Energy, YPE, AWWK, AIGA, HAF, SxSWi
- passionate + innovative marketing strategies
- technology + apps + web trends + web-tech skills
- design + print + illustration
- user experience + UX design
- branding + corporate ID + standardization
- marketing + advertising + public relations
- maintaining happy customer relations
- education + resources + growth
- cybersecurity + big data + internet evolution
- social media integration
- time, task & client management
- crowd-sourcing + crowd-funding
- creative, forward thinking people
- volunteering to help other people/pets

NUTRITIONAL BIOFACTS



EXPERIENCE

✔ **CREATIVE CIRCLE (HOUSTON, TX)** - Specialized staffing agency that connects innovative advertising, marketing, creative, digital, and interactive professionals with companies seeking talent on a full-time or freelance basis.

- **GRAPHICS, WEB & CREATIVE COMMUNICATIONS (CURRENT)**

✔ **THE POST OAK SCHOOL (HOUSTON, TX)** - The Post Oak School is an educational leader among Houston's top private schools. Post Oak serves students from age 14 months through high school and is one of the U.S.' oldest Montessori schools.

- **COMMUNICATIONS COORDINATOR (CONTRACT):**
05/15 - 11/15

DUTIES:

- yearly publication(s) update completion
- yearly website update & maintenance
- social media presence, integration

✔ **RIGZONE.COM (HOUSTON, TX)** - Rigzone, a local startup, is now the leading online international resource for news, jobs, data and events for the oil and gas industry.

Clients: Shell, BP, Petronas, ENI, Baker Hughes, ConocoPhillips, ExxonMobil, Saudi Aramco & more

- **WEB DESIGNER: 02/13 - 06/2014**

- **GRAPHIC DESIGNER: 02/12 - 02/2013**

DUTIES:

- coordinate w/ members of the in-house and international RZ advertising team to quickly produce & execute graphic content, sales and marketing collateral such as: events, pr & marketing material, ads, powerpoint presentations & pitch graphics, e-blasts, e-newsletters, promotional pieces, mailers, large event collateral, trade-show & large booth graphics, billboards & event marketing, proposals & sales collateral, mailers
- coordinate w/ members of the in-house and international RZ News & Editorial team as needed to perform & execute daily site homepage maintenance including: daily news features, content strategies & site graphics, plan, prepare & standardize production processes in the dept, implement creative new ways to present engaging content, research developing stories & projects to identify and distill data into user-friendly forms and infographics, maintain website maintenance & site graphics as needed to rigzone.com, downstreamtoday.com, subseaiq.com, oilgrads.com
- coordinate w/ in-house and international Career Center for logo creation, customized recruiter & job seeker posts, build & maintain featured company profiles, build client training profiles, special editions, event landing pages, featured "How It Works" sections, and custom career centers page(s)
- coordinate w/ in-house and international Sales & Marketing for developing & implementing new communications approaches. Produce event/marketing material such as: ads, e-blasts, e-newsletters, billboards, promotional pieces, mailers, lead generation pieces, B2B relationship maintenance

ACHIEVEMENTS:

Annual publications: *Offshore Technology Conference (OTC) Houston Career Magazine, Europe Offshore Technology (OE) Conference & Offshore Asia*. I fulfilled the role of creative director to bring the publication(s) in-house for production including budget planning, press-checks, deadlines, and facilitated project from concept to completion

- SxSW Interactive attendee 2012 & 2013

✔ **HARGER HOWE & ASSOCIATES, LTD. / ADDOGS.COM (HOUSTON, TX)** - Harger Howe offers effective communications, research and strategic planning services that include in-house expertise in marketing consulting, research, media buying and strategy development for print, interactive, broadcast, outdoor, social media, public relations, events, trade exhibit/display services, as well as exceptional direct mail, collateral and specialty solutions.

Clients: Harris County Hospital District (HCHD - citywide), St. Luke Episcopal Hospital System, El Paso Energy & More

- **ART DIRECTOR**
09/07 - 5/2010

DUTIES:

- managed art department consisting of 2 graphic designers (Addogs)
- corporate and recruitment advertising, campaign graphics & marketing collateral for award-winning ad agency including conceptualize, direct, design and execute print, branding campaigns, display ads, inserts, posters and brochures for newspaper and trade publications and web
- create, install, and upload template database for new on-line, do-it-yourself advertising marketplace for publishers, marketers & content providers
- implement Wave 2 software
- support & software training team members & clients
- manage and enforce client brand graphic standards and meet firm publication deadlines

✔ **CREST PRINTING (HOUSTON, TX)** - A small print shop with big clients located in downtown. Our customers represent a wide variety of businesses including oil and gas, legal, investments, medical, food service, social, political, manufacturing and retail establishments.

- **GRAPHIC DESIGNER**
10/04 - 04/2007

DUTIES:

- graphic design, project planning & concept development, print & editorial layout including: magazines, brochures, posters, 3 part forms, corporate branding & identity, signage, print production, pre-press & offset printing, file preparation including 4-Color output, plate production and CMYK color precision, thermography, engraving and foil-stamping
- sales, marketing & public relations
- customer service, client relations & customer satisfaction
- paper/print/supply stock inventory, ordering & management
- cost-effective marketing & in-house advertising

let's work
together.