

# Steve Grundmeier GRAPHIC DESIGNER

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ONLINE PORTFOLIO:  
[SteveGrundmeierDesign.com](http://SteveGrundmeierDesign.com)

## ■ TECHNICAL SKILLS

Adobe Creative Suite,  
InDesign, Photoshop,  
Illustrator, Acrobat,  
QuarkXpress,  
Keynote, PowerPoint,  
Microsoft Word, Excel,  
Wix.com

## ■ REFERENCES

Available upon request

## ■ EDUCATION

Seattle Central College  
AA Graphic Design 1992

St. Olaf College  
BA Religion & Psychology 1985

**Creative and experienced Freelance Graphic Designer committed to creating strong visual solutions.**

## ■ PROFILE

- 26 years of professional freelance Graphic Design experience. Talented in all aspects of the design process from initial concept through to completion.
- Skillfully works within established brand guidelines and existing templates to maintain consistent design standards.
- Independent and self-motivated. Takes initiative by anticipating a project's needs.
- Strong artistic, typographic, layout and production skills. Quick, focused worker who demands great attention to detail and organization.
- Accustomed to managing tight deadlines and efficiently juggling multiple projects.
- Excellent communicator. Enthusiastic, playful team player who takes direction well and absorbs criticism easily.

## ■ FREELANCE CLIENTS

### National Geographic 1998 – ongoing

- Served as a critical design force in the initial launch and successful growth of the **National Geographic Live! Speaker Series**. Established the NatGeo Live brand and style standards and brought them to life with engaging designs that communicated brand awareness and adhered to NatGeo guidelines.
- Supported the day-to-day design needs of the NatGeo Live marketing team across a multitude of platforms: brochures, catalogs, rackcards, posters, banners, postcards presentations, projection and video slides, annual reports, mailers, fliers, print and digital ads, trade show displays, etc
- Collaborated with marketing team to determine marketing campaign, design vision, scope of work, budgets and deliverable time lines.
- Oversaw all aspects of the design process from concept to completion: Ideation, collaborative problem-solving, editing and refinement, coordination with vendors on specs and quotes, file preparation, proofing and managing press checks, organization of archival digital files.
- Managed multiple overlapping projects while consistently meeting tight deadlines and requirements.
- 20 year history as a consistent and reliable Freelance Graphic Designer for numerous departments within National Geographic. Other projects included: **Speakers Bureau, Education Foundation, Development Office, Museum and Exhibitions, The Great Courses, The Jason Project, Giant Traveling Maps**

### Seattle Symphony 2018 – ongoing

- Work within established brand guidelines to create wide range of promotional pieces: posters, ads, invitation, postcards, etc

### Zegrahm Expeditions 1993 – 2007

- Instrumental in establishing, growing and maintaining the innovative brand of this Eco-adventure expedition company from its inception.
- Created gorgeous and engaging travel brochures and marketing materials which were a vital force in growing the company into a successful industry leader.

### Other Clients

ExpeditionTrips.com • Youth Eastside Services • MCW Events • Atlas Expeditions  
Ship to Shore Travelers • Washington Academy of Languages • The Menu Workshop