



TRACY HARRIS • *graphic design*

1302 Chandler Street Madison WI 53715 p. (608) 241.9661 tracyharris@tds.net

education

Associate Degree of Applied Arts in Graphic Design

Madison Area Technical College, Expected Graduation DECEMBER 2008

Bachelor of Science Degree in Art

University of Wisconsin - Madison (MAY 2001)

work experience

American Family Insurance - Madison, Wisconsin (NOVEMBER 2002 TO PRESENT)

Billing Performance & Risk Management Analyst

Reporting and analyzing corporate performance metrics; Data reporting and analysis to support management and projects; Written and visual communication providing analysis, and requesting information and resources

WPS Insurance - Madison, Wisconsin (AUGUST 2001- NOVEMBER 2002)

Customer Service Representative

Responding to phone and written inquiries; training and mentoring new team members on processes and guidelines, customer service, and verbal communication skills; Resolution of insurance claim problems

UW-Madison Art Department - Madison, Wisconsin (AUGUST 2000 - MAY 2001)

Woodshop Monitor

Monitoring students using woodshop machines; Resource for skills and questions for woodworking and machine operation; Cleanup and organization

freelance

- Poster for Design Madison event (JANUARY 2008)
- Poster for MATC Art Club meeting (DECEMBER 2007)
- Campaign materials, Marj Passman (OCTOBER 2007 - PRESENT)
- Poster and promotional materials for Southern Wisconsin Parrothead Club Annual Charity Benefit (APRIL 2007, JANUARY 2008)
- Invitation Design for Class of 1996 Reunion, Heidi Buchholtz (JANUARY 2006)
- Wine Label Design, Stephanie and Bill Gifford (OCTOBER 2005)
- Logo Design for Jake Provan, Director of Soccer League (MARCH 2005)
- Masthead Design for City Council campaign candidate Amy Westra (JANUARY 2005)

proficiencies

MAC and PC operating systems; Adobe Creative Suite, CS2, and CS3 including: Photoshop, ImageReady, Illustrator, and InDesign; Fetch FTP; Extensis Suitcase Font Management Software; Microsoft Office Products; Comfortable with QuarkXPress 6, HTML and CSS coding, Macromedia Dreamweaver 8 and Flash 8

Excellent speller, strong conceptual, organization and time management skills

activities

Volunteer at Madison Ad Federation Local ADDY Award Judging (2007)
Member of Design Madison, a professional designers organization (2004-PRESENT)
Member of MATC Art Club (2004-PRESENT)
Member Wisconsin Union Directorate Art Committee (2001-2002)

awards and recognition

Two Local Student ADDY Awards, and one District Student ADDY Award (2007)
Second runner up for the Governor's Holiday card design (2007)
Two Student ADDY Awards (2006)
Dean's List Madison Area Technical College

PORTFOLIO AND REFERENCES AVAILABLE UPON REQUEST

WWW.TRACYHARRISDESIGN.COM

