



HELENE KHOURY

Printing Project Manager
Graphic Designer

Adresse : 11-2660 Boul. Béliveau
Longueuil, QC J4M 1Y1

Cell : (514) 803-5350

Courriel : khoury.helena@outlook.com

Siteweb : www.helenasart.com

PROFILE

Highly creative and multitalented Graphic Designer with extensive experience in multimedia, marketing and print design. Exceptional collaborative and interpersonal skills; dynamic team player with well-developed written and verbal communication abilities.

Highly skilled in client and vendor relations and negotiations; talented at building and maintaining "win-win" partnerships.

Passionate and inventive creator of innovative marketing strategies and campaigns; accustomed to performing in deadline-driven environments with an emphasis on working within budget requirements.

PROFESSIONAL EXPERIENCES

- 2021 - 2023 INTERNATIONAL VISUAL CORPORATION - Montreal
- 2019 - 2021 MP Reproduction - Saint-Laurent
- 2018 - 2019 FLashGrafix - Rosemont
- 2017 - 2018 Corlab - LaSalle
- 2011 - 2016 Techniseal - Candiac
- 2008 - 2010 Promotions Atlantiques - Boucherville

PRINTING PROJECT MANAGER SKILLS

- Manage the production of all print-related project (including research of both material and vendor, testing, quotes, requisitions/orders, press/quality approval, delivery follow-up);
- Manage and update the store distribution lists for all print-related projects, relocations for both Canada and USA and coordinate delivery;
- Advise alternative solutions to print projects with respect to process on order save costs, time, and to provide better value and improve quality.

GRAPHIC DESIGNER SKILLS

- Creating printing or digital visual aspects of marketing materials, websites and other media, including Graphics : advertising, brochures, email blasts, direct mail pieces, booth/banner/signage for events, packaging, special promotions and more;
- Manage the production, review and print process by ensuring respect for the graphic standards;
- Digital visuals: creation and integration of digital Graphics visuals and update of the corporate image of various electronic platforms (web site, social networking, Power Point);
- Image processing: scanning, photography, tonal and color correction, retouching and cropping photos, photo-montage, etc.;

OPERATING SYSTEM AND SOFTWARE

- Excellent skills in Windows and Mac Os;
- Extensive experience with Adobe Creative Cloud : InDesign, Illustrator, Photoshop, Acrobat Pro, Lightroom, Dreamweaver etc.;
- Microsoft office : Word, Excel, Power Point.

SPOKEN LANGUAGES

- Very good communication skills oral and written in French and English.
- Other language: Lebanese Arabic.

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EDUCATION AND TRAINING

2011	Photography courses, Lauzon
2009	Web and print design Technologia, Montreal
2006 - 2008	Graphic Design, Professional Diploma (with distinction) Jacques-Rousseau, Longueuil.
1990 - 1993	Art and Graphic design Fine art Institute, Lebanon
1984 - 1989	École de La Sagesse, Hadeth-Liban. (D.E.S)

QUALITIES AND CAPACITIES

- Autonomy, initiative and resourcefull
- Efficient solo and within a team
- High capacity to manage multiple projects at the same time
- Capacity to come up with creative ideas that are to the point and innovative
- Be aware and know of the current and upcoming trends
- Comprehension of communication and marketing
- Organization and good time management skills and priorities
- Capacity to learn fast and evolve
- Attention to details and open-mindedness

INTERESTS

- Graphic Design in Marketing
 - Digital Marketing
 - Art, Sketching and Painting
- Website: www.helenasart.com