



RUSSELL E. CURRINGTON

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PROFILE

Intelligent and creative individual with over 10 years of experience as a Graphic Designer. Resourceful, fast learner with excellent trouble-shooting ability. Team player with strong leadership and drive.

EDUCATION

Certificate in Digital Arts & Design, University of California, Riverside, CA – 2011
BA, University of Southern California, Los Angeles, CA – 1995 to 1999
California State Summer School for the Arts, Fresno, California – 1994

COMPUTER PROGRAMS

Digital Design & Imaging: Autodesk Civil 3D 2008, Adobe CS 5.5 (InDesign, Illustrator, Photoshop, Dreamweaver, Flash, GoLive, and Acrobat), Adobe Premier, Macromedia Extreme 3D.

Office Productivity: Microsoft Office Professional, including Access and VBA programming; Adobe InDesign, Quickbooks Pro.

SKILLS

Graphic Design: Digital image manipulation and editing, large format printing, digital color separations, 3D modeling, web page design, flash animation, cell animation, photography.

Sculpture and Mold Making: Multipart plaster and fiberglass molds, latex glove molds, silicone glove molds. Plastic vacuum thermo-forming. Foam carving. Extensive work with plasticine clay modeling and armature fabrication, as well as advanced carpentry skills.

EXPERIENCE

*10/2002 to 12/2009
Ongoing Contract
Piecework to Present*

Graphic Designer / IT & CAD Manager – Engineering Solutions. Riverside, California.
Primary duties included Graphic Design of presentation artwork, AutoCAD drafting, Website, Database and Network administration.

- Created company stationery, marketing brochures, qualifications packages, website and company signage to establish and enforce company branding and corporate image.
- Created graphic exhibits for client presentations, cost estimates, and planning documents.
- Provided drafting for master-planned residential communities, commercial and industrial site plan layouts, and site grading designs.
- Created a time tracking and work order based project management database front end and back end. Database provided for all time sheet, overtime and vacation accrual calculations. Included detailed reporting for monthly billing, proposal win/loss ratios, time utilization, and accrued PTO liabilities.
- Provided in-house software training for all new releases of Autodesk software. Developed a curriculum of bi-weekly training sessions for established employees and new-hires, to both assess and improve current skills, and to keep all staff in step with current technologies.
- Established and implemented in-house standards and file templates for AutoCAD drawings and business documents to ensure consistency, and to aid in quality control.
- Built and maintained computer workstations and networking infrastructure. Performed all in-house technical support, performed all software installation and maintenance. Responsible for all technology research, decision making and purchasing.

Ongoing

Freelance Artist /Graphic Designer

Create client marketing materials and web sites including overall graphic design, hosting setup, blog setup, e-commerce setup, YouTube, Facebook and Twitter integration, and search engine optimization (SEO). Maintain established websites with monthly content updates and general customer support.

Digital portfolio available at www.russcurrington.com

5/1999 to 2/2001

Studio Assistant for Los Angeles based artists Barbara McCarren and Jud Fine.

- Sculpted a collection of 21 life-like frog replicas to be cast in bronze. Pieces were contracted for installation as part of a project currently part of the San Francisco Zoo in San Francisco, California.
- Sculpted plasticine originals to be cast in bronze for *Foretokens*, a series of 9 bas-relief plaques depicting folkloric good-luck charms. Final bronze casts were installed as hole markers for the *Rancho del Pueblo Municipal Golf Course* in San Jose, California.
- Installed *Deluge*, a full room installation in McCarren's private studio, consisting of plastic drinking straws suspended vertically on monofilament line. Duties also included the painting of a floor to ceiling wall mural surrounding the installation to simulate a stormy sky.
- Fabricated a 1:24 scale polymer clay model of a proposed *Camel Column* for Windward Plaza in Venice Beach, California.

7/1998 to 2/2001

Data Entry Clerk II – Catholic Charities of Los Angeles. Los Angeles, California.

Performed various duties in both the accounting and human resource departments.

Key Achievements:

- Created a vacation accrual database to reconcile the employee vacation accruals with the ADP payroll system balances. This custom database facilitated the semi-monthly update of records, and allowed for the easy retrieval of data through specialized queries and reports.
- Created databases to automate the monthly process of exporting general ledger data into spreadsheets. The databases performed necessary calculations, and prepared data for import back into the general ledger as a journal entry.
- Assisted the staff with computer questions related to Windows 95 and Microsoft Office 97 software, as well as the *Platinum* and *FRx* accounting software.
- Created custom reports for human resources to reconcile HR database information with monthly health plan billings.
- Acted as an interim benefits coordinator. Handled new employee enrollments and reconciled health plan billing statements. Also handled COBRA billing and employee leaves of absence.

6/1997 to 7/1997

Field Assistant I – The Keith Companies. Costa Mesa, California.

Worked side by side with a team of paleontologists and archeologists in the careful excavation, cataloguing and preservation of three prehistoric whale skeletons.

ORGANIZATIONS

- Performance Riverside

HONORS AWARDS

- University of Southern California Dean's Scholar, 1995-1999
- Golden State Scholarship, 1995-1999
- USC Wiley Scholarship, 1995-1999
- Yvonne Kramer Fine Arts Scholarship, 1998-1999
- 1994 California Arts Scholar (Governor's Award)

