

Charles Kent

CK@MailCharles.com 

667.305.5553 

www.CharlesTheDesigner.com 

▶ A versatile, resourceful, and detail-oriented graphic designer with nearly a decade of professional experience in fast-paced, deadline-driven environments.

Professional Experience



Quality Control Designer @ T. Rowe Price
October 2016–present • Owings Mills, MD

- ▶ Assuming a leadership role with quality assurance and production design.
- Trusted with ensuring the quality of projects involving heavily detailed and sensitive financial data.
- Ensured specifications of web-oriented assets including web banners, PDF forms and digital brochures.
- Developed PowerPoint presentations with diverse animations and navigational interactivity while verifying internal brand standards.
- Managed workflows, task approvals, and onboard training within a production team of fifteen associates.
- Consistently maintained accuracy above 98% across multiple task queues while completing projects within a wide gamut of complexity.
- Facilitated the utilization of spreadsheet data towards charts, graphs, and form field merges.



Digital Production Designer @ TB&C
September 2015–July 2016 • Baltimore, MD

- ▶ Managed all aspects of digital production while executing detailed client requests.
- Responsible for reviewing and vetting various projects prior to digital production.
- Assembled production-ready print files along with hard-copy samples.
- Developed custom rack cards, brochures, booklets and adverts that were tailored to client needs and specifications.
- Assessed project needs and streamlined workflow pipelines for maximum efficiency across design teams and production managers.

Levin Group Inc. Graphic Designer @ Levin Group, Inc.
●●●●●●●● April 2012–July 2015 • Owings Mills, MD

- ▶ Developed marketing and branding for a wide variety of medical/dental practices.
- Responsible for daily communication with project managers and consultants.
- Adapted to a variety of workflows including pre-press and web publishing.
- Quickly adjusted to prompt turnarounds for deadlines which demanded high levels of accuracy.
- Spearheaded custom projects from conceptual development to creative design solutions.

Education @ Virginia Commonwealth University



2001–2005 • GPA: 3.8 • Graduated Cum Laude
Bachelors of Fine Arts, Emphasis on Illustration

Associated Clients

SONY

L'ORÉAL

Hilton

Prudential

ALDI

Snap-on

PANDA
EXPRESS

Afiac

NASA

Visit Baltimore

Sears*

S M Y T H
Jewels SINCE 1881

ventev

Special Skills

- Front-end Web Design
–WordPress, Joomla
- HTML/CSS/Javascript
- Adobe Creative Suite
- Microsoft Office
- Heuristic evaluation
- Cognitive walkthrough
- Low/hi-fi prototyping
- Onboard Training
- UI/UX Development
- Universal Type Client
- Smith Micro Poser Pro
- Photography/Editing
- Traditional Painting
- Digital Illustration