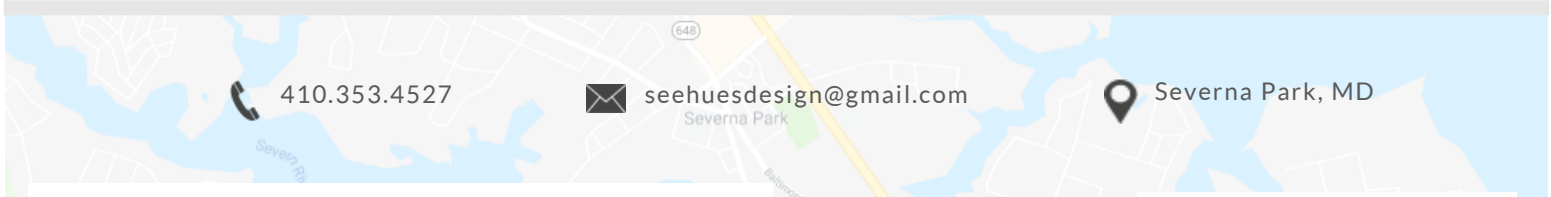


CLARA HUGHES

Web & Graphic Designer



WORK EXPERIENCE

CREATIVE DIRECTOR: Web and Graphics Design

Clinical Consulting Services, LLC | Linthicum, MD | Oct 2013 – Present

Professional Web Designer/Graphic Designer dedicating 8 of my 20 years of design experience to supporting CSSi's pharmaceutical and health care industries.

- Experienced designing website layouts which incorporate both User Interface and User Experience (UI/UX), then transitioning comps into coded websites that are responsive and meet accessibility standards of the World Wide Web Consortium (W3C)
- Coordinating with the IT Department to make sure that frontend design, UI, and UX of all websites and study screeners maintain design esthetics and remain compatible with all devices
- Working in a lead position withing the design department, my strengths include working with team members to develop innovative non-traditional and traditional presentations and branded projects for clients
- As a Web Designer I take pride in my ability to design well thought out comps which I can easily transition into beautifully coded websites that function esthetically on all devices
- As a Graphic Designer I am responsible for the art direction of a variety of materials such as logos, brochures, direct mail, newsletters, posters, and exhibit layout and printing with a focus on simplicity and consistency that are results oriented
- Design goals are to support Marketing, Project Managers, and Sales with graphic materials that help conceptualizing design communication goals for clients, while meeting projected timelines, and supporting project branding or winning proposals presentations
- Working with team members to create an exchange of information, shared tasks, brainstorm meetings, group critique in a positive manner, and an overall positive attitude within the Graphic Department
- Managing project related paperwork, and communicating the status of these projects to Project Managers, General Managers, Graphics Team, and clients
- Working with staff and printers to create marketing communications
- Contributing to project kick-off meetings and promoting weekly status updates.
- Develop design strategies that convey strong institutional identity and are effective in recruiting and retaining study patients within recruitment studies

FREELANCE DESIGNER: Web and Graphics Design

See Hues Design | Severna Park, MD | Aug 2000 – Present

Professional Web Designer/Graphic Designer with over 20 years in the industry working directly with design professionals.

- Responsible for designing responsive website layouts which incorporate both UI/UX

EXPERTISE


Web Design
Graphic Design
User Interface/User Experience Team Management
IT Screener Management
Training
Graphics Department Communication

SKILLS


Technical

Adobe Creative Cloud
InDesign
PhotoShop
Illustrator
Dreamweaver
Acrobat Pro
Coding
HTML
CSS
jQuery
Microsoft Office 365
PowerPoint
Word
Excel
WordPress
Figma
Quicken and QuickBooks
Constant Contact

CH

 410.353.4527

 seehuesdesign@gmail.com

 Severna Park, MD

WORK EXPERIENCE

INTERIM SENIOR GRAPHIC DESIGNER: Contracted Designer

Tray Inc | Glen Burnie, MD | Jun 2003 – Sep 2015

Contracted freelance designer for this 60+ employee printing company, often filling key positions including Art Director and Senior Graphic Designer during staffing transitions.

- Responsibilities included handling conception pieces and all production art for the entire sales department, preparing brochures, calendars, booklets, and art files for print and direct mailings
- Tracking time for jobs and presenting new designs for sales presentations
- Worked in Tray Inc.'s Ecommerce department as a consultant I have converted online orders into print ready art, tracked production time and provided quality control to ensure sales orders were fulfilled and updates to client websites to reflect new products

BILLING SPECIALIST

Correct Rx Pharmacy Services | Linthicum, MD | Sep 2008 – Aug 2010

Worked as a billing specialist, in third party insurance submittals and billing for Correct Rx. Responsibilities include entering billable and payments company wide. Additionally, responsibilities include third party insurance submittals and invoicing for contracted Correctional Facilities.

- Proficient with Quicken and QuickBooks, and reporting requirements for facilities
- Wrote training manuals on the internal reporting process
- Trained staff on reporting processes and other systems/databases reporting software

EDUCATION

B.F.A. Sculpture / 1980 - 1985

Kansas City Art Institute

Minors: Speech Communication, Marketing, Spanish

REFERENCES

ANNE KUSTNER HASER

AKLD Lighting Design
847.475.2010
akustner@akld.net

ROBERT KLEIN, Esquire

WLEK Attorneys At Law
410.263.5900
rdk@wlekn.com

BRAD ZELL

Vision4ce.net
410.336.4272
brad.zell@tamglade.com

SAVON THAMAVONG

UI/UX Designer
410.905.3672
savontham@gmail.com

SKILLS

Personal

Organization
Sharp attention to detail
Communication
Prioritization
Ability to quickly learn

PORTFOLIO

AKLD Lighting Design (AKLD)

2018 design, coding, and support
Redesign coming soon!
<https://www.akld.net>

Vision4ce

2020 design, coding, and support
<https://vision4ce.net>

Wharton Levin Ehrmantraut & Klein Attorneys At Law

2009 design, coding, and support
2019 re-design, coding, and support
<https://www.wlekn.com>

Clinical Site Services / CSSi

2000 design, coding, and support
<https://cssienroll.com>
Actively involved in most of the Creative Portfolio print and web piece found in the dropdown menu
[Our Company > Our Experience](#)

CSSi LifeSciences

2001 design, coding, and support
<https://cssilifesciences.com>



[www.linkedin.com/
in/clara-hues](http://www.linkedin.com/in/clara-hues)