Debra A. CONTEGNI

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Technical Acumen

Adobe Applications:	Illustrator, Photoshop, InDesign, Bridge, and Acrobat Pro
Microsoft Applications:	Word, Excel, and Outlook
Software:	QuarkXpress, FTP Software, Font Management Software, Barcode Producer, Digital Photo Downloads
Methodologies:	Network Scanning
Operating System:	Macintosh
Xerox Versant 180 and Versant 3100 Digital Color Press:	• One on One Xerox training for setup, software, machine function, job related tasks & operations, and on premises maintenance. • Management of inventory & make certain the availability of toner, paper and other materials as necessary. • Responsible for the installation of printer drivers on 35+ workstations. • Proficient knowledge in the configuration of printing machineries. • Undertook customer replaceable & serviceable repairs to reduce Xerox machine downtime. • Responsible to operate the digital press & setup the printing job according to company needs.
Canon ImagePress C180 and ImagePress C10010VP Digital Color Press:	• One on One Canon training for setup, software, machine function, job related tasks & operations, and on premises maintenance. • Management of inventory & availability of toner, paper and other materials as necessary. • Proficient knowledge in the configuration of printing machineries. • Undertook customer replaceable & serviceable repairs to reduce machine downtime. • Responsible to operate the digital press & setup the printing job according to company needs.
Graphic Whizard PT335A Plus Multi:	Creasing & Impact Scoring System (used to Crease & Perforate paper stock for mockups, etc.)
Graphic Whizard FL520:	Hydraulic Paper Cutter (used to Cut large stacks of paper more efficiently)
Sterling Digibinder Plus:	Perfect Binding Machine (used to Create Perfect Bound Books/Catalogs)