

P. TODD RICHARDSON

Orlando, FL 34787

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PROFESSIONAL SUMMARY

Experienced prepress specialist with 26+ years of expertise in digital and traditional print production environments. Highly skilled in Adobe Creative Suite, CorelDRAW, and file optimization tools. Proven ability to prepare, troubleshoot, and finalize complex print projects with precision, creativity, and efficiency. Career highlights include packaging for Kellogg and Anheuser-Busch, as well as unique projects like music album covers and embossed cigar boxes. Adept at creating SOPs, quality control workflows, and supporting high-volume production under tight deadlines.

CORE SKILLS

Software & Tools: Adobe Illustrator, InDesign, Photoshop, Acrobat, CorelDRAW, Microsoft Excel, Fiery RIP

Technical Expertise: Prepress Layout, Digital Asset Management, Font Identification, Color Correction, File Optimization, Writing SOPs, Quality Control, Inventory Management

Soft Skills: Problem Solving, Clear Communication, Attention to Detail, Reliability Under Pressure, Team Collaboration

PROFESSIONAL EXPERIENCE

Cascade Assets — Production Float

Orlando, FL | 06/2024 – Present

- Disassembled electronic devices and sorted components into commodity streams.
- Ensured secure data destruction of sensitive materials.
- Performed general support tasks across departments as needed.

Pyramid Checks — Press Operator

Portland, ME | 03/2022 – 06/2023, 2024

- Operated and maintained Kodak and Canon digital presses.
- Conducted quality checks and verified order accuracy.
- Enhanced quality control by improving inventory processes.

Action Label — Prepress Specialist

Sanford, FL | 05/2018 – 02/2022

- Prepared digital files and layouts for flexographic and prototype printing.

- Utilized Illustrator and Photoshop to produce high-quality color proofs.
- Created SOP for prototype workflows using Roland LEC 330.
- Coordinated with press operators to ensure job accuracy and minimize rework.

BCT Central Florida — Output Technician

Longwood, FL | 10/2015 – 05/2018

- Printed and prepared marketing materials for over 30 clients daily.
- Processed digital files using industry-standard software and RIPs.
- Streamlined recycling and archiving systems to improve efficiency.

Graphic Packaging — Graphic Coordinator

Concord, NH | 07/2008 – 04/2014

- Coordinated production assets and client specifications for packaging projects.
- Visited external production sites to refine project delivery workflows.

Pre-Press Services — Prepress Technician

Houston, TX | 10/1997 – 05/2008

- Created high-resolution digital files from printed samples and customer inputs.
 - Redrew logos and art to professional standards.
 - Offered flexible remote technical support to meet tight production deadlines.
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EDUCATION**California Institute of the Arts**

Certificate, Fundamentals of Graphic Design, 01/2024

University of North Carolina, Chapel Hill

Graduate Studies, Economics

Texas A&M University, College Station

Bachelor of Science, Economics, 12/1991