

# Lincoln Kapoor

## Graphic Designer 2

☎ (412) 555-6724 ✉ lincoln.kapoor@example.com

🌐 linkedin.com/example/lincolnk Kapoor 📍 Pittsburgh, PA 15217

### STRENGTHS

- ✔ **Production accuracy**  
Checked dimensions, bleeds, cut paths, and output settings before fabrication. That habit kept approved artwork clear for shop teams.
- 🔧 **Hands on fabrication**  
Worked directly with substrates, routers, plotters, printers, framing, and finishing. Practical shop knowledge made problems easier to solve.
- 🗨 **Stakeholder clarity**  
Turned client goals and site constraints into usable visual concepts. Project partners valued clear reviews before production started.
- 📍 **Installation judgment**  
Verified placement, alignment, surface readiness, and final appearance on site. Field checks protected approved design intent.
- 📁 **Organized artwork**  
Kept assets, fonts, revisions, proofs, and final files orderly. Teammates could find current production artwork without guesswork.

### SKILLS

Graphic design Adobe Illustrator

Adobe InDesign CorelDraw

Visual communication Signage

Display graphics Exhibits

Vector graphics Typography

Layout CNC router operation

Vinyl plotter operation

Flatbed printing Substrate handling

### SUMMARY

Graphic designer with four years of technical experience creating signage, display graphics, exhibits, artwork, and communication materials from concept through fabrication and installation. Builds accurate **production files** with **Adobe Illustrator**, **Adobe InDesign**, and CorelDraw, then supports CNC routing, vinyl plotting, flatbed printing, framing, laser printing, finishing, substrate handling, and field installation. Translates stakeholder goals and site conditions into clear visual concepts that production teams can execute reliably. Maintains organized design assets, checks dimensions, typography, cut paths, bleeds, and output settings, and resolves issues across files, equipment, and materials. Works effectively in an on site sign shop where craftsmanship, safe equipment operation, schedule discipline, and clear communication matter. Ready for permanent full time graphic production work supporting civic, educational, commercial, and public facing **visual communication**.

### EXPERIENCE

#### Graphic Designer 2, Environmental Graphics

Three Rivers Environmental Graphics 📅 January 2025 - Present 📍 Pittsburgh, PA

Supports civic, educational, and commercial environmental graphics from stakeholder brief through approved artwork, shop production, finishing, and installed product. Leads daily design decisions while coordinating with project managers, clients, and fabrication staff.

- Created **signage**, wayfinding graphics, **displays**, and exhibits from stakeholder briefs through installed products.
- Built production files in Adobe Illustrator, InDesign, and **CorelDraw** with accurate dimensions and cut paths.
- Operated CNC router, **vinyl plotter**, and **flatbed printer** workflows across varied substrates and finished graphics.
- Coordinated design reviews with clients and project managers, resolving site constraints before **fabrication** began.
- Prepared materials, framing, and finishing work while resolving file, equipment, and substrate issues.
- Installed manufactured graphics at client sites, checking placement, alignment, surfaces, and approved drawings.

#### Production Graphic Designer, Sign Shop

Allegheny Signworks Studio 📅 October 2022 - December 2024 📍 Pittsburgh, PA

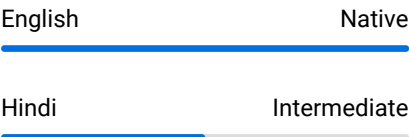
Produced sign, exhibit, display, and environmental communication work within a hands on production studio. Managed artwork preparation, asset organization, equipment output, substrate preparation, assembly, framing, and installation support.

- Produced sign, exhibit, display, and environmental graphics with fabrication needs guiding visual decisions.
- Developed vector layouts in Illustrator and CorelDraw, plus presentation boards in **Adobe InDesign**.
- Ran vinyl plotter and **flatbed printer** jobs, checking media settings and finished output.
- Prepared **CNC router** files and coordinated tool paths with senior production staff to reduce rework.
- Maintained organized folders, linked assets, fonts, revisions, proofs, and final **production files**.
- Supported **framing**, laser printer output, substrate preparation, assembly, and site **installation** work.

### PROJECTS

Civic Wayfinding Display System 📅 2025

LANGUAGES



MY CAREER



- Graphic Designer 2, Environmental Graphics at Three Rivers Environmental Graphics (1.8 Years)
- Production Graphic Designer, Sign Shop at Allegheny Signworks Studio (2.2 Years)

Created a coordinated wayfinding display concept for civic facilities, balancing clear typography, durable substrates, production requirements, and installation planning.

Environmental Exhibit Graphics 📅 2024

Developed exhibit graphics with organized production artwork, visual hierarchy, substrate planning, and fabrication details that supported clear visitor communication.

LEADERSHIP & AWARDS

- Adobe Certified Professional recognition, Graphic Design and Illustration using Adobe Illustrator, 2023.
- Expanded production responsibility for signage, exhibits, framing, printing, fabrication, and installation, 2024.
- Trusted by project stakeholders for accurate artwork reviews and practical production decisions, 2025.

EDUCATION

Associate of Applied Science in Graphic Design

Community College of Allegheny County 🎓 GPA: 3.5 📅 2022 📍 Pittsburgh, PA

**Coursework:** Graphic design, visual communication, typography, layout, digital production

CERTIFICATIONS

- Adobe Certified Professional in Graphic Design and Illustration Using Adobe Illustrator 📅 2023
- OSHA 10 Hour General Industry 📅 2024

TECHNICAL SKILLS

- **Adobe Design Software:** Adobe Illustrator, Adobe InDesign, Adobe Acrobat
- **Corel Graphics Software:** CorelDraw, vector artwork, page layout
- **Signage Production:** Wayfinding signs, display panels, exhibit graphics
- **CNC Routing:** CNC router, tool paths, rigid panels
- **Plotter Production:** Vinyl plotter, cut paths, adhesive graphics
- **Flatbed Printing:** Flatbed printer, media settings, large format output
- **Print Production:** Laser printer, proofs, presentation boards
- **Fabrication Materials:** Substrates, rigid panels, adhesive media
- **Finishing Methods:** Framing, finishing, assembly
- **Installation Work:** Manufactured products, site installation, surface preparation
- **Prepress Preparation:** Bleeds, typography, dimensions
- **File Management:** Linked assets, fonts, revisions
- **Visual Design:** Typography, layout, visual concepts
- **Production Planning:** Approved drawings, specifications, project reviews
- **Safety Practices:** OSHA 10 Hour General Industry, equipment operation, material handling

PROFESSIONAL AFFILIATIONS

- Professional sign shop production teams and environmental graphics collaborators in Pittsburgh.
- Graphic design and visual communication community through civic, educational, and commercial projects.

ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST