

# AMY LAMP | VA

Methodical, structured, systems-loving creative with a successful record of meeting deadlines and finishing the job with consistently high-quality results.

## Experience

### Owner/Designer

Oxford Dogma / 2015 to Present

### Owner/Designer

Amy Lamp Design / 2007 to Present

### Design Director

Forty / 2009 to 2014

### Graphic Designer

Switch Studio / 2004 to 2007

### Production Manager

Arizona Woman Magazine / 2001 to 2004

## Education

University of Northern Iowa  
1994–1997

Bachelor of Arts in  
Graphic Design

*Graduated  
Summa Cum Laude*

## Contact

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## PROFESSIONAL SUMMARY

- Facilitated client meetings in the branding and design industry by creating and distributing agendas, recording notes, clarifying goals and commitments, summarizing the results of meetings, and distributing summaries to team members.
- Organized and directed an internal communications training initiative which improved communications within the company and with clients.
- Effectively led the design department of Forty as Design Director. During my time in this position, the company almost doubled in size and the scale of projects increased by ten times.
- Managed dozens of internal and client projects by establishing and meeting business goals, creating project schedules and budgets, and coordinating with vendors and partners.
- Served on the board of directors for AIGA Arizona as Communications Director, developing and executing strategies and events for Arizona designers.
- Served on the foundational planning committee for the first Phoenix Design Week conference and events, where I provided leadership, planning, and strategy for the newly-organized event.
- Started and successfully ran independent design company.
- Started and successfully ran handmade pet accessories company.

## SKILLS

- Project management
- Customer experience design
- Critical thinking and problem solving
- Writing with intelligence and clarity, with an enthusiasm for excellent grammar and punctuation
- Effective communication and active listening
- Meeting preparation and facilitation
- Computer skills including spreadsheets, Adobe design software (Photoshop, Illustrator, InDesign, Lightroom), and basic HTML coding
- Time management in order to meet commitments and keep things on track
- Systematizing and organizing to make processes easier and more effective to execute