

# Dillon Shaw

## Graphic Designer & Production Manager

An accomplished leader and manager with a proven track record in business development and key account management. With a solid background in website hosting, design, and branding, coupled with extensive experience in signage and business development, I am well-equipped to drive growth, cultivate key relationships, and ensure compliance with internal controls. I am confident in my ability to exceed expectations and achieve set targets.



✉ dillon33@gmail.com

📞 0674142621

📍 Constantia Kloof, Roodepoort

Current Employment: Ideal Displays (August 2019 - September 2023)

Position: Lead Graphic Designer (Head of Graphics, DTP & Finishing), Automation & Code Developer

Duties: My duties at Ideal Displays began with general DTP setups and artwork redraws for various clients that required new artwork and logo design. During my first few months of employment I learned all of the processes that Ideal had implemented and found ways to improve, streamline and automate repetitive tasks such as time keeping, artwork setups & design processes with the help of coding. Within the next 2 years I managed employee training for all new staff members within 3 departments and offered continuous advice, guidance and mentorship on duties including best practices. I then took lead over the Graphics, Graphics Administration, Printing & Finishing departments whilst simultaneously providing training for Junior members of my team, learning and improving the automation coding that I put in place to streamline & simplify workflow as well as various administrative tasks that include employee time tracking via automated time sheets, client liaison, stock keeping and general management for all above mentioned departments. My other duties include creating promotional, web and online marketing materials and advertisements by means of 3D modeled scenes showcasing the required products (branded and unbranded) for distribution to the client database.

### Key Duties:

Conceptual Design	Overseeing of 10+ Employees
DTP Artwork Setup	Project Time Line Management
Automation Development	Task Delegation
Mailer / Catalogue Design & Layouts	Supervising Large Format Printers
3D Product Rendering	Employee Training and Upskilling
3D Modeling of Products	Quality Control
All Department Administration	Digital & Print Colour Correction
Digital Filing Control	Expertise & Training on over 200 different Branding Systems & Applications

### *Examples of a 3D renders and designs*



# Dillon Shaw

Graphic Designer & Production Manager

✉ dillon33@gmail.com

📞 0674142621

📍 Constantia Kloof, Roodepoort

Previous Employment: Branded Nation (March 2019 - August 2019)

Position: Director, Graphic Designer, Lead Code Developer

Duties: As any owner of a small startup business it is key to ensure that I am familiar and proficient in all processes that take a project from a clients brief to completion and delivery. In order to ensure that all projects run seamlessly and efficiently I developed and implemented various automation processes that would eliminate human based errors and streamline repetitive tasks from administrative spreadsheets in Excel, Digital Filing and Labeling, Performance Monitoring, Large Batch Editing, Product Templates, Colour Proofing and Automated Email Responses in various programs such as Excel, Word, Outlook, Photoshop, Illustrator, Corel Draw and many more. I handle all of the Product Development, Graphic & Web Design, Onsite Inspections, On & Offsite Monitoring & IT Support, Meeting with Prospective Clients, Concept Designs, Corporate Identity Portfolios, Layouts for Client Approvals, Logo Redrawing and Artwork Corrections.

## Clients:

Dank Connections  
Heartland Equestrian Farm  
Hillmann Gear  
Khiqiza Engineering  
About Branding  
6 on Vrede  
Aggreko  
Knorox

Aromat  
Mc Donalds  
Auto Cool  
Avior  
South African Relocations  
Multi Snack  
Clover  
Solo Foods

## Key Services

Website Development  
Branding & Advertising Solutions  
Vehicle Branding  
Process Automation  
Digital Rendering  
Design  
Digital Marketing  
Corporate & Apparel Branding

Previous Employment: Mawanzi Concepts - Digital Print Studio (June 2017 - February 2019)

Position: Senior Production Manager, Graphic Designer & DTP Operator

Duties: My duties at Mawanzi Concepts cover a large variety of tasks which include but are not limited to Client Liaison, Design and online distribution of promotional emails as well as reply to ongoing enquiries, Product Development, Graphic Design, Website Design & Maintenance, Printer Operation and Maintenance (Caldera Software), Roland Cutting Machine Operation and Maintenance, Onsite Inspections, Meeting with Prospective Clients and ensuring that they order the correct Products, Concept Designs & Layouts for Client Approvals, Recreating Artwork as well as Logo Redrawing and Artwork Corrections.

## Clients:

About Branding  
Angel & Sons  
Budget Garage Doors  
Calafrica  
Conference Maps  
Lekkerplaces  
Eagle Canyon  
Distell  
Dream Resorts

Eclipse Promotions  
Elmomento  
Danone  
Greensleeves  
Guvon Academy  
L'Rouge Equestrian  
Lisof  
Miller Feeds  
Misty Hills

Movers & Shakers  
Riversong  
Royal Marang Hotel  
Smeg  
Police 883  
Tattoo Addict  
Tj's Liquor  
IJ Oils  
Wilnick

# Dillon Shaw

Graphic Designer & Production Manager

✉ dillon33@gmail.com

📞 0674142621

📍 Constantia Kloof, Roodepoort

Previous Employment: TAG Signage - Digital Print Studio (June 2015- June 2017)

Position: Production Manager, Graphic Designer

Duties: My duties at TAG Signage were largely design based which included: Logo Redrawing, Artwork Corrections, Design Specifications, Concept Designs, Working with strict Brand Guidelines, Recreating Artwork to Client Specifications. I was also required to handle the printer (Roland VP-540i) and correlating software (Roland VersaWorks) to run numerous prints on various different media types to achieve the absolute best finish for the job at hand. After a short time at the company I noticed that our Operations Manager was taking strain trying to get all of the orders out in time, I stepped up to the task and filled in the gaps which ensured that deadlines were no longer missed and that the work flow was continuous from start to finish, thus ensuring my role as the Production Manager within the company.

Clients:

International SOS	Triac	Linde Material Handling
Cycle Zone	NHC Health Centre	Transmine
Italtile	Cornerstone Pharmacy	Letshego (Swaziland)
Wasteman	HEWU Attorneys	Stryker Medical
Skidata	Rangewave	Lidwala
SA Culinary	Elliott's Mobility	IOL Properties
BarnOwl	TVH	Etchells & Young

Previous Employment: Zelenko Design & Print Studios (February 2012 – June 2015)

Position: Production Manager, Graphic Designer & DTP Operator

Duties: While working at Zelenko Design & Print I started from the bottom and worked my way up to production manager, learning various skills and programs such as, Photoshop CS6 Extended, Corel Draw X7, Freehand, Adobe Illustrator, QuickBooks (Invoicing), Marvelous Designer (Apparel Design), Make Human (Apparel Stress Testing) MS Excel, Word, Adobe Acrobat Distiller, as well as the production of various products such as Canvas, Aluminium, Acrylic and Wood prints. I also learned about Signage, Rigging, Preparation and Finishes, Wallpaper, Vehicle and Motorcycle Wraps, Heat transfer, Silk Screen, Dye-Sublimation and Pad Printing. I am well versed in Caldera Software as well as the inner workings of the Epson GS6000 large format printer alongside Roland Cutters.

Clients:

Barloworld Logistics	Cell C	TMSS Motorsports
Rand Refineries	Vunani Private Clients	FSU Developments
Prime Meridian	Mescom	Radical Rides
LISOF Fashion Design	Schindlers Attorneys	Beneath The Surface
Johnson & Johnson	Floors Direct	Afrilube
Nike	21st Century	ABSA
DANONE	Love Life	Various Motorcycle Clubs

Personal Information:

Computer Skills:

Current Education:

ID Number: 9201215366084	Microsoft Office	Campus of Performing Arts (2010 -2011)
Date of Birth: 21 January 1992	Adobe Creative Suite	Practical Instrument
Age: 32	Corel Draw	Theory of Music Aural
Nationality: South African	Blender (3D & Animation)	Music Business
Gender: Male	Caldera (Digital Printing Software)	
Marital Status: Engaged	Versa Works (Digital Printing Software)	Brainline (2008 - 2010)
Dependants: 1	Quickbooks	Mathematics, Geography,
Home Language: English	Internal Process Management & Control	English (Home Language)
2nd Language: Afrikaans	VBA Coding & Automation	Afrikaans (Second Language)
Drivers License: Code B	Excel Control Sheet Automation	Science & Technical Drawing