

**Leslie Tardy**  
LTARDY@CHARTER.NET  
153 SE 125 Road  
Warrensburg, Missouri 64093  
660-422-1284

**EDUCATION:**

- **Bachelor of Science, Graphic Arts Technology Management**, December 2009  
GPA 3.7, University of Central Missouri, Warrensburg, MO
- **Masters of Science, Occupational Safety Management**, May 2013  
GPA 4.0, University of Central Missouri, Warrensburg, MO

**MILITARY:**

- **United States Marine Corps**, April 1978 - April 1985  
Honorable Discharge Corporal, Marine Aircraft Group 29 / Alpha Company 24<sup>th</sup> Marines

**COURSEWORK:**

- |                                 |                                    |                       |
|---------------------------------|------------------------------------|-----------------------|
| ▪ Desktop Printing Applications | ▪ Imaging Science & Technology     | ▪ Screen Printing     |
| ▪ Imposition & Image Assembly   | ▪ Desktop Publishing               | ▪ Substrates & Inks   |
| ▪ Principles of Multimedia      | ▪ Industrial Management            | ▪ Offset Lithography  |
| ▪ Business Print Management     | ▪ Printing, Costing and Estimating | ▪ Production Analysis |
| ▪ Quality Assurance             | ▪ Business Communications          | ▪ Accounting Survey   |
| ▪ Creative Problem Solving      | ▪ Graphic Arts Management          | ▪ Color Science       |

**TECHNICAL SKILLS:**

- |               |             |                 |                   |
|---------------|-------------|-----------------|-------------------|
| ▪ Dreamweaver | ▪ Flash     | ▪ FlexiSign-Pro | ▪ Photoshop       |
| ▪ Final Cut   | ▪ Fireworks | ▪ Illustrator   | ▪ InDesign        |
| ▪ Preps       | ▪ Estimate  | ▪ Quark         | ▪ MS Office/Excel |

**EMPLOYMENT:**

**The Sign Man, LLC – Owner and Production Manager (2003-2011)**

- Operated and managed a sign company providing a full range of services from conceptual design, and production to fulfillment for indoor and outdoor advertising.
- Implemented all aspects of desktop publishing in a variety of raster and vector programs.
- Offered an array of ancillary services from hand drawn letter forms to illustration and specialty products.

**Consolidated Graphics/Spangler Corporation – Quality Assurance (Summer 2005-2009)**

- Ensured quality standards for Premier student agendas
- Operated a key punch machine and assisted on the collator during finishing operations.
- Resolved production line issues that ranged from collation machine malfunctions to paper jams and production scheduling.

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**The Harmon Group** – *Photo Stylist and Scheduler (1995 - 2003)*

- Provided close assistance with art directors and account executives in the development of catalogues.
- Received, inventoried, and organized high-dollar jewelry for advertising campaigns from the nation's leading wholesalers and retailers.
- Planned, maintained, and updated all product traffic schedules for photography.
- Prepared and assembled merchandise for one and two page spreads on a variety of backgrounds including silk, textured papers, and slate.
- Supported photographers under camera with input and direction during scheduled photographic sessions.
- Contributed hand drawn letterforms for title headings and props utilized for catalogues, brochures and selection books.

**ACHIEVEMENTS:**

- Awarded a publishing contract from Dickson's, Inc., a worldwide producer and distributor of gifts and fine art.
- Conceived the art of calligraphic design and lettering on glass spherical surfaces from which an invitation was given to teach at the 23<sup>rd</sup> International Assembly of Lettering Artist, Wesleyan University, Delaware, Ohio.
- Received exclusive invitations from Dillard's, Castner Knot and Macys Department stores to work as a resident artist for seasonal events.
- "Musical Masterpieces" contributed artwork to the Kansas City Junior Women's City Symphony, displayed at Halls, Country Club Plaza, Kansas City, Missouri.

**PUBLISHED WORK:**

- Dickson's Inspirational Gifts, 1996 -2000
- Association for the Calligraphic Arts, September 2002
- Bound and Lettered, John Neal Booksellers, March and June 2005
- The Gravure Educational Foundation Magazine, Fall 2005

**HONORS:**

- Provost Scholarships 2004 – 2007
- Gravure Educational Foundation Scholarship 2005-2006
- Dean's List 2004 – 2009
- Cum-Laude

**MEMBERSHIPS:**

- The National Society of Collegiate Scholars