

PETER LONGTHORN

STUDIO AND PRINT PRODUCTION MANAGER

196 London Road, Worcester WR5 2JT

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EDUCATION

Lode Heath Secondary School
Solihull, West Midlands

O' Level: English Language, grade B
English Literature, grade B
English Literature, grade B
Mathematics, grade B
Physics , grade B

CSE Art & Design
Chemistry
Biology
Technical Drawing

Solihull College Of Technology
Solihull, West Midlands

BTEC Graphic Design and Visual Communication

EXPERIENCE

September 2015- June 2016
Production Manager
Vivid57
Wolverhampton

Traffic management of studio, quality control and subsequent print buying. Use of in-house designed 'Jamba' traffic and accounts software. Print buying and management of mainly POS material, encompassing cost analysis, quality control, supplier management and charged with bringing on new suppliers. Responsible also for organizing the efficient distribution of major POS campaigns across multiple national outlets in the home improvement sector. I would chair weekly production meetings, liaise with all team members and Clients to ensure timely delivery of high value, high quality projects. These included both print and digital media.

March 2014- July 2015
**Freelance Production
& Account Manager**
Inspired Thinking Group
Birmingham

Responsibilities:

Traffic management of studio, quality control and subsequent print buying. With substantial use of internal Media Centre and Traffic software, I would take briefs from Account Managers, quote studio hours, allocate and then traffic artwork production. Responsible for overseeing artwork output from a large Studio with a varied skill level. I was required to check content and resolve any technical issues. Briefing would typically include basic artwork right through to extensive Photoshop retouching work. Further development of the role required responsibility for placement of print projects, encompassing cost analysis, quality control, supplier review and assessment. I was also responsible for coordinating the fulfilment and distribution of major POS campaigns across multiple national outlets in the hospitality sector. This role required extensive use of Excel spreadsheet software with a high degree of organization. Clients included Spirit Pub Company, Marstons Taverns, Claire's Accessories, KFC, Pizza Hut and Sainsburys.

Disciplines:

Studio Management, traffic and planning, proof reading and quality control. Print buying including lithographic, screen and digital print with emphasis on retail sector including POS and packaging. Demanding role requiring a highly disciplined approach with a focus on customer satisfaction and SLAs. Excellent communication and organizational skills required.

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EXPERIENCE

2005 - 2014

Director & Account Manager

Longthorn Design | Web | Print
Worcester

Responsibilities:

Self-founded new venture providing a print management service. Solely my own business, which I operated from my home office. My role was similar to my position with Massive Print (below) but with me being responsible for the total operation. This required me to be a highly motivated self-starter, utilizing previously acquired skill-sets including being an excellent communicator, focused and organized, with a passion for customer service and managing expectations. Longthorn Limited provided a service to a wide range of clients including advertising agencies, design houses, County Councils, kitchen manufacturers and pub chains.

Disciplines:

Budget and schedule responsibilities. Artwork production, design output, purchase of sheet-fed and web-fed lithographic print, screen and digital print. Client facing, traffic management. Financial management and retention of Client base.

1998 - 2005

Director / Project Manager

Massive Print Management
Birmingham

Responsibilities:

New venture in partnership with dynamic and respected global branding agency, Keane Brands. Providing a print management facility to primarily a leisure industry client base. My role included the development and expansion of the Client base in addition to the day-to-day running of the manufacture and sourcing process. Extensive client-facing duties combined with a thorough interaction with suppliers. This role also brought me experience of the financial aspect of running a business requiring me to have direct control on sales, cost analysis, cash flow and invoicing. Clients included Spirit Pub Company, Punch Taverns, Thistle Hotels, Crowne Plaza Hotels and many local businesses. I was also responsible for two employees.

Disciplines:

Artwork production, design output, purchase of sheet fed and web fed lithographic print and digital print. Client facing, traffic management. Financial management and retention of Client base. Delivery of high value, high quality projects. These included both print and digital media.

1995 - 1998

Production Manager

Manton Design Associates
Worcester

Responsibilities:

Duties included overseeing a five-strong design and artwork team and full responsibility for all production purchasing. I chaired weekly production meetings and ensured efficient traffic of work through the system. My role also included a large proportion of client-facing, some involving overseas travel.

Disciplines:

Artwork production, design output, purchase of sheet fed and web fed lithographic print as well as digital print. Client facing, traffic management.

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ACHIEVEMENTS AND SKILLS

I have enjoyed a successful, productive career in production, account management and print purchasing. Beginning in advertising agencies and design houses, playing pivotal roles in production departments, through to developing and sustaining two successful small businesses. Most recently, I 'hit the ground running' at ITG, where I fitted in both professionally and socially, making many friends.

I have adhered to a philosophy of providing total client satisfaction and have developed a skill for excellent communication and a good reputation for reliability and dependability.

During my time managing Massive Print Management and later Longthorn Limited, my clients remained loyal and I retained a strong affiliation with Keane Brands. Despite difficult trading conditions in latter years, I maintained a steady throughput of profitable work.

I stay well informed of the latest technological and market trends in the marketing and print industry and am always pursuing the most effective methods of production, from both an economic and environmental perspective. I have a broad knowledge of the current production software, including applications within the Adobe Creative Suite and Microsoft Office products.

INTERESTS AND PASTIMES

I enjoy a happy home life with my wife and daughter. We like walking and many weekends are spent exploring parts of Worcestershire and The Cotswolds.

I have restored and maintain a Classic Mini which I like to pamper and drive round the local countryside. I have played an active role in fundraising and event management at my daughter's school. I have a keen interest in current affairs. I enjoy film and music and still spend many hours trawling through my large and varied record and film collection.