

POPPEN

GRAPHIC DESIGN

HELLO

My name is Amanda Klekner and I am the creator and principle designer of Poppen Graphic Design.

Initiated in 2006 Poppen Graphic Design is a professional and creative graphic design business operating from Malua Bay, on the New South Wales South Coast.

With an Associate Diploma in Graphic Design and over 30 years experience in the design and print industry, I am able to complete your project from initial brief through to finished print or digital medium.

Specialising in corporate branding, Poppen is a small business with big clients in both private and Government sectors.

As a sole trader working from home my hours are very flexible allowing me to meet all deadlines and complete fast turnaround jobs when required. I am customer focused having strong relationships with all my long-term clients.

As the owner of my own business I am very self-driven and self-reliant. I have an active and dynamic approach to work and getting things done. The quality of my work and my ability to continue improving is demonstrated through my repeat clients, some of which have continued to use my services for over 20 years.

EDUCATION AND EMPLOYMENT

- 1992–1995 Associate Diploma in Graphic design, Canberra Institute of Technology (CIT)
- 1996–2003 Australian National University Communications Department, Graphic Designer.
- 2003–2007 Paper Monkey Graphic Design Studio Canberra. Owner/Founder and Principle Designer
- 2007–2024 Poppen Graphic Design. Owner/Founder and Principle Designer

PRINT MANAGEMENT SERVICE

Over the past 25 years I have developed a strong supplier relationship with printers, mail houses and exhibition coordinators to ensure that any project is produced and delivered in a professional manner.

My print management service includes preparation of final files as print ready artwork, complete printer/supplier liaison on behalf of client which includes file delivery and checking of printer proofs, delivery of final product to client.

AVAILABILITY

I am available to be contacted by clients during normal business hours 9am until 6pm if required. On numerous occasions I have worked after hours and on weekends to support high demand and print deadlines. I am always willing to take on additional scheduled and unscheduled work to support clients needs.

COST COMPETITIVE

Due to my flexible hours and zero overhead costs my pricing is very competitive with larger studios. My price does not reflect my ability to deliver the standards that are required. My 30 years experience in the industry enables me to deliver the same high standard of work for half the price.

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**LOGOS | BRAND IDENTITY | BROCHURES | POSTERS | MAGAZINES
PUBLICATIONS | FESTIVALS | EVENTS SOCIAL MEDIA | PRINT MANAGEMENT**

INDUSTRY EXPERIENCE

Qualifications and demonstrated skills and experience in graphic design, including knowledge and experience of relevant graphic design software (Indesign, Photoshop, Illustrator and Acrobat Professional).

I have 30 years experience in the Creative Design Industry. 1992-1995 I obtained an Associate Diploma in Graphic Design at CIT, ACT. 1996-2002, worked for the Graphic Design and Marketing area of the ANU. 2003-2007 I was co-founder of my own design Company in ACT, Paper Monkey. 2007-present I have successfully ran my second business venture Poppen Graphic Design.

I work on an Apple IMac with all the latest Adobe software allowing fast and effective work processes. My ICT infrastructure has been set up to allow fast and efficient email communications and internet access for downloading and uploading all required files for my work.

Demonstrated experience in all elements of local and offshore print production processes, finished artwork and typographic design.

I have the capacity to design and coordinate the production for all the above mentioned services. Over the past 25 years I have developed a strong supplier relationship with, printers, mail houses and exhibition coordinators to ensure that any project is produced and delivered in a professional manner.

In compliance with AS/ISO 12647-8, I have 25 years experience in the preparation of all files for print production. This includes all processes relating to file preparation for spot colour and full colour separation, the completion of print specification forms, proof production, production printing and surface finishing. I am happy to liaise directly with printers to ensure that correct artwork is supplied and final product delivered on time.

Demonstrated ability to balance competing priorities, work under pressure and meet agreed deadlines.

With the experience of managing my own business for the past 20 years, I have developed a methodical and disciplined approach to planning and organising my time to ensure deadlines are met. I have strong planning, organising and monitoring abilities and am an extremely efficient time-manager.

As owner and principle designer of Poppen Graphic Design, I am the only point of contact for my clients. The advantage of this is the elimination of "a chain" of contacts, where important information can be misplaced and quality control may diminish.

I am available to be contacted by Agencies during normal business hours 8am until 6pm if required. On numerous occasions I have worked after hours and on weekends to support high demand and print deadlines. I am always willing to take on additional scheduled and unscheduled work to support clients needs.

Well-developed interpersonal, communication and collaboration skills with a focus on the delivery of a high standard of client service to a diverse client group.

I am the principle owner and designer of my business. I have worked in various areas of design encompassing both print and web areas, for both the public and private sectors. As a sole trader working from home my hours are very flexible allowing me to meet all deadlines and complete fast turnaround jobs when required. I am customer focused and service oriented, having strong relationships with all my long-term clients. I have excellent inter-personal and communications skills as well as very efficient planning, organising and time management abilities.

The quality of my work and my ability to continue improving is demonstrated through my repeat clients, some of which have continued to use my services for over 20 years.

Poppen wins all jobs based on value for money and quality and speed of service.

CLIENT HISTORY

Department of Families, Housing, Community and Indigenous Affairs

Department of Health and Ageing

Department of Justice and Community Safety

The Department of the Environment, Climate Change, Energy and Water

Australian Renewable Energy Agency

Australian Pesticides and Veterinary Medicines Authority

The Australian National University

The Australian War Memorial

Australian Pharmacy Council

Australian Sports Commission

Australian Association of Social Workers (AASW)

Slow Food Australia

Consumers Health Forum of Australia

Future Living Foundation

Eurobodalla Shire Council

Bega Valley Shire Council

Albury City Council

Bay & Coast metal Roofing

South Pacific Roof Trusses

Barton Estate Winery

Ulladulla Endoscopy Centre

Meals on Wheels

Mordek

Corrigans Cove Resort

Marra Marra Lodge

Top n Rail Roofing

Tuggeranong Legal

AC Lawyers

The Family Place

Sea Urchin Harvest

River of Art Festival

Bright Beginning Childcare

SAGE Womens Health

SAGE NSW

Plus over 60 small businesses, local and interstate