

# PENNY MOY

GRAPHIC DESIGNER/  
ART DIRECTOR

## CONTACT DETAILS

07977 908997

penmoy@yahoo.co.uk

## PORTFOLIO

[www.pennymoy.com](http://www.pennymoy.com)

## SKILLS

Adobe InDesign

Adobe Photoshop

Adobe Illustrator

Adobe After Effects

Adobe Bridge

QuarkXPress

Slack

Content Station

Content Watch

Elvis

Censhare

Mac and PC proficient

Some knowledge of Microsoft PowerPoint

## EDUCATION

The London Institute,  
The London College of Printing  
BA(Hons) Media & Production Design

## EMPLOYMENT

### MAY 2019 – PRESENT

#### Art Director, i2Media Group, Gateshead

- Inside and cover design, proofing, final checks, sending to print of magazines *Train*, *Train For Her* and *Fighters Only*
- Creating conceptual images and themes for features using several images in photoshop
- Creating and amending illustrations for stories from vector files
- Creating infographics
- Liaising with clients
- Retouching of digital images
- Design materials for annual World MMA Awards
- Working on various design projects for other ecommerce clients including digital and print adverts, logo design, design for web pages, E-books, website banners, instagram posts
- Overseeing junior members of the team

### APRIL 2018 – MAY 2019

#### Acting Deputy Art Director, OK! Magazine, London

- Assuming the role of Art Director in their absence, including being responsible for multiple covers
- Designing, checking, uploading and sending pages to print
- Signing off proofs including the cover
- Liaising with celebrities on picture selections from their photo shoots for layouts
- Retouching of digital images including cover images
- Overseeing freelancers and junior members of the team

### FEBRUARY 2017 – APRIL 2018

#### Freelance Art Director & Designer, London

- *Stylist, Closer, Sainsbury's Fresh magazine, Sainsbury's Bake magazine, Time Inc Women's lifestyle hub*

### FEBRUARY 2016 – JANUARY 2017

#### Art Director, NW Magazine, Sydney, Bauer Media Australia

- Designing & Art Directing layouts and covers
- Art checking all pages and generating print ready pdf files
- Retouching & colour correction of digital images
- Managing a team of designers and hiring freelancers
- Redesign of pages
- Checking and signing off all pages and cover proofs
- Designing & posting memes and graphics for NW Instagram
- Making sure the high standard of design is maintained
- Keeping to budgets and production schedule

### JUNE 2014 – JANUARY 2016

#### Deputy Art Director, OK! Magazine, London

#### JULY 2013 - JUNE 2014 Art Editor, OK! Magazine

#### MAY 2012 - JULY 2013: Senior Designer, OK! Magazine

**MARCH 2011 - MAY 2012**

**Freelance Art Editor/Designer, London**

- April 2012 Art Editor *NOW Celebrity Hair & Beauty*
- March 2012 Art Editor *Teen NOW*
- Worked on a variety of magazines such as *Grazia, Grazia Creative Solutions, Closer, LOOK, OK!, Go Girl, Boots Health & Beauty, Fabulous, Best, Marie Claire, Cath Kidston magazine, Hello!*
- April 2011 Art Editor *Woman Diet Special*
- May 2011 Art Editor *Woman Summer Special*

**FEBRUARY 2010 – MARCH 2011**

**Art Editor, *Hair Magazine*, IPC Media, London**

**MAY 2006 – FEBRUARY 2010**

**Freelance Art Editor/Designer**

- Sept 07- March 08 Acting Art Director *More*
- Worked on the redesign of the *Sunday Times* newspaper
- Also worked on a variety of other magazines such as *ASOS, Bella, Closer, Company, Cosmopolitan, Grazia, Grazia Creative Solutions, LOOK, Marie Claire, Now, Reveal, Saturday Express, Weight Watchers, Woman, Woman & Home, You and Zest*

**FEBRUARY 1998 – MAY 2006**

**Art Editor - *NOW Magazine*, Time Inc UK Ltd**

**AUGUST 1995 – FEBRUARY 1998**

**Senior designer - *Bella Magazine*, H Bauer Publishing**

**MARCH 1994 – AUGUST 1995**

**Designer - Harrington Kilbride Publishing Group**

**MAY 1993 – MARCH 1994**

- Freelance Conran Octopus publishing