

Jen Overstreet

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Professional Experience

HarperCollins Publishers NEW YORK, NY

Senior Designer (2018–Present)

- Designing 1-color and 4-color interiors for paperback and hardcover.
- Independently managing a list of around 100 assigned titles/year.
- Creating original graphs, diagrams, infographics and other illustrations.
- Designing photo inserts, case materials, and binding die mechanicals.
- Converting hardcovers to paperback trim, training composition team and other designers in best practices for paperback reductions
- Creating tight indesign templates to automate most aspects of page layout for composition team using manuscript markup language.
- Full desktop composition and input of text correction for heavily illustrated and complex titles.
- Managing artwork for assigned titles: evaluating digital images for good print quality; reviewing color proofs and test prints.
- Collaborating with editors, authors, managing editorial, production and composition teams, publishers, and cover and ad designers.

OR Books NEW YORK, NY

Production and Design Manager (2015–2017)

- Conceptualized all aspects of design for full list of titles at direct-to-consumer independent publisher. Created covers, interiors, merchandise, promotional print materials, and web graphics.
- Set production schedules and managed all aspects of book production for all titles.
- Collaborated with authors, publishers, editorial, sales, and publicity. Directed freelance designers and illustrators, liaised with typesetters, e-book conversion house, printers, and trade distributors.
- Produced and designed titles in partnership with smaller publishers, providing guidance in navigating the production and editorial process.

SchoolHouse Kitchen BROOKLYN, NY

Administrative Coordinator (2010–2012)

- Managed everyday administration across multiple departments including sales, marketing, production, warehouse and fulfillment.
- Managed relationships with printers, freight, and other vendors, and performed research and data gathering for president.
- Updated and managed internal organization systems, including computer files, inventory, office and warehouse supplies.
- Managed Drupal website and Magento ecommerce store.

Freelance Clients

PRINT

Room to Read SAN FRANCISCO, CA

Fantasy & Science Fiction Magazine JERSEY CITY, NJ

OR Books NEW YORK, NY

Guillotine Press NEW YORK, NY

Media Reform Coalition LONDON, UK

Instar Books NEW YORK, NY

WEB

Littlejohn Contemporary NEW YORK, NY

The Center On Urban Poverty And Community Development At Case Western Reserve University CLEVELAND, OH

Institute Of Religion, Culture, And Public Life At Columbia University NEW YORK, NY

Community Environmental Center LONG ISLAND CITY, NY

Brooklyn Ecopolis BROOKLYN NY

Education

Bard College, NEW YORK, NY

Bachelor of Arts in Studio Art
(2009)