

Natalie Boak

Print Production Artist/Pre-Press Specialist with 5+ years of experience preparing artwork for physical production across signage, vehicle graphics, apparel, and large-format applications. Experienced in production file preparation, proofing, cut-line setup, color and bleed checks, material compatibility, and coordinating artwork through tight production deadlines.

Please view my portfolio [HERE](#)

EXPERIENCE

OnSiteDecals, Stafford, TX — Art Manager

April 2023 - Current

Manage art team workflow, providing technical direction, production support, and quality control for proofs and production files.

Create and modify production artwork using SAI Flexi and Adobe Illustrator for municipal and emergency fleet graphics.

Prepare and preflight print files, checking colors, bleeds, cut lines, quantities, and material compatibility.

Review artwork for production and installation requirements across patrol cars, ambulances, helicopters, boats, and other vehicle bodies.

Correct technical and artwork issues to ensure files are production-ready and efficiently manufacturable.

Manage tight production schedules, including rush orders and hard deadlines, while maintaining quality and turnaround times.

Signarama, Katy, TX — Graphic Designer/Production Artist

January 2022 - April 2023

Created and modified production artwork using SAI Flexi and Adobe Illustrator.

Prepared files for RIP/print production, including file corrections, print setup, and troubleshooting.

Operated printing and plotting equipment and performed cutting, weeding, laminating, mounting, and installation.

Selected appropriate substrates and production methods for signage applications.

Created customer proofs and mockups, incorporating revisions and preparing approved artwork for production.

Worked directly with customers regarding design requirements, revisions, and production processes.

Big Frog, Katy, TX — Graphic Design Artist

June 2021 - December 2021

Created and modified production artwork using Adobe Illustrator for custom apparel and promotional products.

Prepared artwork for DTG, DTF, and vinyl production processes.

Created customer proofs and mockups and incorporated revisions into final production artwork.

Assisted with production of finished goods while adapting artwork to different products and printing methods.

Consulted with customers regarding design, pricing, and production requirements.

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SKILLS

- Prepress / Production File Preparation
- Production Artwork QA
- Proofing & Preflight
- Bleed & Cut-Line Setup
- Color Checking
- Large-Format Print Production
- Plotter/Cut Production
- Signage Production
- Material Compatibility
- Production Proofs
- DTF / DTG / Vinyl
- Adobe Illustrator
- Adobe Photoshop
- SAI Flexi

EDUCATION

Lone Star College,
Kingwood, TX
Associate Degree in
Game Design and
Simulation (Art) –
December 2018

**Cypress Lakes High
School, Katy, TX**
Graduated June 2013