

# MICHAEL GRAUERHOLZ

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## Professional Summary

Photographer (since 1998). Commercial Printing Generalist (2001-2018), former Commercial Paper Sales and Service (over 4 years). Variable print and data composer and production variable spooler. Account Representative and Sales Service / Customer Service provider.



## Skills

### Photography

#### Genres:

Fashion, Beauty, Family, Product Hero, Catalog, Wedding & Event

#### Lighting:

Natural light, Strobe / Flash, Blended e.g. constant & flash

Editing / Retouching / Post Processing / Archiving / Restoration / Print to Digital

Estimating / Designing for:

### Sheet-fed

Letterpress (H.Windmill)  
Small 1-2 color (Ryobi, ABD, Hamada)  
Medium 2 and 4 color (GTO, Komori)  
Large 4 and 6 color (Speedmaster & up)  
on-press / post press AQ & UV Coaters

### Web

1/2 web coldset 6 color  
dual web 4 color 4-fold coldset  
full size 56 fold split web heatset 6  
color with coater and 4/8pg  
module & booklet maker

### Bindery

Inserters, affixers, folders, cutters, collators, stitchers, binders, gluers, hand-stuffing, handwriting, hand folding & stitching, binder assembly

### Papers

Offset, C1S, C2S, cast coated, enamel coated, ink-jet, copy, linen, laid, 25% cotton, 100% cotton, pastels, brights, bristols, chip and applicable envelopes in cut sheets and folio via corporate inventory, multi-location shared ordering, and direct mill-orders.

### Accounting

End of day balancing accounts, checks, and cash via proprietary and

Quickbooks systems. Cost analysis. Previous experience in mutuals window managing cash intake & payouts for Wichita Dog track.

### Prepress

Color separations, masks, color corrections, recoloring, typesetting & reprographics, press layouts

Apparel & Promotional Items design & production  
Former & current front end experience  
estimating and overseeing: silk screening & embroidery of hats, shirts, pens, awards, USB drives, can & bottle sleeves, etc

Common Press Products (actually produced)  
Letters / letterhead 2-6pg, reply forms, check forms (actual & faux), nested forms, 1-4 color uncoated & coated  
buckslips, calendars, oversize calendars, 4-64pg signatures for saddle stitch, lay-flat, perfect bound booklets and map fold forms (technical sheets / assembly instructions), tourism postcards & posters, magnets, labels, digital press short run / variable products

### In-House Envelope Production Coordination

At Typed Letters we converted our own most common envelope sizes #'s 7 3/4 - 14 as well as 9x12 & 10x13 catalogs & booklets which were die-cut from custom in-house sheeted paper and printed on either the speedmaster prior to conversion, or on the 3 in house 2 color jet presses for 1-3 colors. 1-500M qty. Produced in window and regular. Also used converter to create our own in-house peel away variable printed membership cards and forms

### Quality Control

Variable capacities - digital output (color), variable output, mechanical and hand stuffing / hand work, samples

## Work Experience

Nov 2018 thru Current

### **Owner Operator**

Greywood Photography, Wichita Ks

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

- first business formation
- sole operator
- website development and designs (wordpress)
- branding / advertising / apparel / social media
- photography / processing / editing / retouching
- color / print management
- online store setup & management

Jan 2017 thru May 2018

### **Estimator (2nd)**

McCormick Armstrong, Wichita Ks

- estimating potential cost structures & necessary requirements
- paper need calculations & ordering (cartons/ pallets / 50K lb truckloads)
- production planning
- sales service / scheduling consulting
- direct mailpiece / campaign design for USPS automation (usually)
- prepress planning coordination (gang runs from 2 to 100+ up)
- vendor coordination
- v records reviews and follow up with department supervisors

Sep 2012 thru Feb 2017

### **Logistics 2nd Shift Lead - Courier**

Ascension Health, Wichita Ks

- 2.5 years with Via Christi Clinic, then transitioned to Ascension
- took and transferred custody of all manner of protected materials for clinic and hospital operations for Wichita, Newton, Andover, Augusta, El Dorado, Derby, Goddard, and Maize. Including records, specimens, emergency medication, critical care central line bags, distribution supplies, mail, patient property transfers, medical pumps, and surgical equipment.
- local and semi-regional flower arrangement delivery & distribution
- Shift Lead acted fielded calls, prioritized & distributed assignments among all logistics (device cleaning, linens, and couriers) and worked closely with more areas than there's room for.
- Yes, I transported poo. However also: [you really don't wanna know]

Sep 2008 thru Nov 2011

### **Outside Sales, 2nd Estimator**

CSS Graphics, Wichita Ks

- estimating potential cost structures
- inventory purchasing & control
- production planning
- sales service for special projects, customer rep for MCA
- direct mail mailpiece design and production workflow
- prepress coordination for sales / variable workflows / prepress work
- outside vendor bids: local, regional, national, via AMA as needed
- worked with former national nonprofits and university clients via B2B large scale cross-coordination efforts, averaged \$20k/mo @20↑

Feb 2008 thru Sep 2008

### **Estimator (3rd)**

McCormick Armstrong, Wichita Ks

- estimating potential cost structures requirements
- paper need calculations (cartons to truckloads)
- production planning
- sales service / scheduling consulting
- direct mail piece / campaign design for USPS automation (usually)
- prepress planning coordination (gang runs from 2 to 100+ up)
- vendor coordination
- cost records reviews and follow up with department supervisors

2007

### **Project Manager, Var. Data & Print Comp.**

Typed Letters, Wichita KS /

Direct Mail Holding, Mount Pleasant, IA

2002 thru 2006 (nights/weekends)

### **Freelance Photographer**

Houston TX

Nov 2002 - Aug 2006

### **Assistant Store Manager / Inside Sales**

OK Paper Center (Westpark) Houston, TX

1999 thru 2002

### **Wedding Second Shooter / Photographer Ass't, Lab Tech.**

Quigg Studio & 1 Hr Print

2004 thru 2006 (nights/weekends)

### **Production Artist**

Litho Printing, Houston TX

