

Justin Matos

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PROFESSIONAL SUMMARY

Packaging-focused production designer with 2.5+ years of experience preparing print-ready artwork for consumer goods in high-volume manufacturing environments. Skilled in prepress, color accuracy, file setup, and production QA across multiple print systems. Experienced in translating brand visuals into manufacturable artwork that meets both creative and technical standards.

SKILLS

Print Production: Prepress, Production-Ready File Setup, Print Specification Review, Artwork Adaptation, Dieline Awareness, Press Checks, Proofing, Production QA & Print Feasibility Assessment

Design & Technical: Adobe Illustrator, Photoshop, InDesign, After Effects, Premiere Pro, Illustrator Scripting, Figma, KeyShot, Prepress, Pantone Color Matching, Screen Printing, Digital Press Production

Workflow & Collab: Cross-Functional Coordination, Vendor Communication, Production Tracking, Workflow Optimization, File Standards, Manufacturing Handoff & Deadline-Driven Asset Release

Languages: Fluent Spanish, Intermediate German, Haitian Creole, Beginner Greek & Russian

WORK EXPERIENCE

Koozie Group (formerly Garyline)

Oct 2023 – Present

Production Coordinator (5 months)

Spring Hill, FL

- Managed the release of 70 to 120 production-ready art files weekly, verifying file setup, layout accuracy, color callouts, and manufacturability before release
- Reviewed and corrected artwork against print specifications, resolving setup issues, color discrepancies, and print-method constraints before production
- Collaborated with order entry, scheduling, and production teams to align artwork with manufacturing requirements and reduce rework during handoff
- Troubleshoot prepress issues including PMS versus process color mismatches, screen size conflicts, and decoration-specific limitations across multiple print methods
- Audited live production queues to identify misrouted or technically unfit artwork, helping prevent delays and maintain production accuracy

Production Artist, Lead (1 year, 10 months)

Spring Hill, FL

- Served as a primary point of contact for clients and internal teams, translating creative requests into production-ready artwork that aligned with manufacturing requirements and print limitations
- Delivered final approved assets to manufacturing and external vendors, ensuring files met technical specifications and maintained accuracy across print methods and production outputs
- Managed daily production art workflows across three overseas teams of roughly 150 artists, establishing file standards, proofing practices, and version control processes to support uninterrupted factory production
- Reviewed artwork for print feasibility, color accuracy, placement, and reproduction quality, helping ensure brand elements translated correctly onto finished products
- Communicated directly with clients and vendors on a daily basis to resolve artwork issues, clarify specifications, and guide projects from concept through final production
- Designed and adapted sellable product concepts and artwork for client use, contributing to approximately \$15,000 in closed orders
- Supported marketing and product launch initiatives by designing digital, social, and print assets in Figma

Production Artist (4 months)

New York, NY

- Served as the final technical checkpoint between order entry and the factory floor, preventing non-printable files from reaching screen, pad, or UV presses
- Processed 25–35 print files weekly, converting customer artwork into press-ready layouts in Illustrator and Photoshop
- Maintained file naming conventions, version control, and DAM uploads ensuring correct artwork reached manufacturing

EDUCATION

CUNY Hunter College

Bachelor of Arts (BA) in Media Studies & Political Science

Graduated: 2023

New York, NY

Hochschule Fulda (Study Abroad)

Certificate of Inter-Cultural Business & German Language Proficiency

Summer 2023

Fulda, Germany