



TANYA MANTHEY

Graphic Designer/Editor

ABOUT ME

I am an award-winning print graphic designer and assistant managing editor who is comfortable working under the pressure of tight, daily deadlines. Through my 15 years of experience in the newsroom, I have proven my skills as a leader while also being efficient and creative. I'm looking to expand my skills into the digital side of graphic design and growing my creative opportunities beyond the newsroom.

AWARDS

- Multiple first-, second- and third-place awards for design and headline writing for New Jersey Press Association - Daily Editorial Competition
- Publisher's Recognition Award for excellence in advertising design for two classified ads published in Classified Connection magazine - 2006.

WORK EXPERIENCE

THE JERSEY JOURNAL NEWSPAPER - JERSEY CITY, NJ

Assistant Managing Editor/Graphic Designer

OCTOBER 2021-FEBRUARY 2025

- Managed and curated stories and photos for the daily and special editions of the news and sports sections of the newspaper in collaboration with the Managing Editor and Editor/Publisher.
- Designed layouts and graphics for front and back covers as well as inside pages for special sections and daily editions as needed. Worked directly with designers and editors on creating eye-catching designs for covers and inside pages daily as well as special collectible posters.
- Designed and maintained library of templates in Basikly content organization program.
- Assigned photos and stories as needed to photographers and reporters and communicated with them for daily deadlines.
- Trained new employees and designers on programs, protocol and procedures.
- Copy edited stories in collaboration with reporters and freelancers.
- Proofread pages for content, AP style and design, keeping consistent with design standards and protocols.
- Adjusted content of paper for breaking news as needed.
- Worked one-on-one with summer interns on special projects and photography assignments.

Graphic Designer/Production Editor

OCTOBER 2009-PRESENT

- Page One editor and designer for daily tabloid newspaper. Created eye-catching and award-winning front covers and newspaper pages on tight, daily deadlines. Designed graphics for special spreads and editions as well as daily print editions.
- Copywriter for award-winning headlines and page one blurbs. Copy edited content for online and print.
- Collaborated on planning and organizing of news section for the daily paper, adjusting the plan as needed for breaking news.
- Responsible for overseeing newsroom workflow for daily deadlines and communicating with reporters and photographers.
- Trained new employees and designers on programs, protocol and procedures.

THE DAILY RECORD NEWSPAPER - PARSIPPANY, NJ

Graphic Designer

APRIL 2006-DECEMBER 2008

- Created effective retail and classified print ads for daily newspaper, as well as marketing, special sections, quarterly magazines, spec ads and online campaigns under tight deadlines. Worked with sales representatives to meet the clients' needs for ads.
- Conceived of and designed promotional materials and advertisements such as rate cards, fliers, postcards, rack cards, and business cards.
- Filled in as advertising trafficker when needed. Organized and prioritized ad tickets and materials for Creative Services department.
- Trained new employees and designers on protocol and procedures of the Creative Services department.

FREELANCE WORK

CORE/REMAX REAL ESTATE MAGAZINE - TEANECK, NJ

Freelance Graphic Designer

- Designed logo, masthead and brand identity of both iterations of magazine. Designed layouts of real estate ad pages and full page ads. Designed marketing materials for launch of magazine.

THINK/KIDSVILLE NEWSPAPER - WAYNE, NJ

Freelance Graphic Designer

- Designed layouts, strip ads, design concepts and art for various sections of the monthly youth educational newspaper.

DAVLER MEDIA GROUP - NEW YORK, NY

Freelance Graphic Designer

- Created advertising for magazines such as Promenade, City Guide, and multiple Parent magazines in the metro New York area.

EDUCATION

MONTCLAIR STATE UNIVERSITY, UPPER MONTCLAIR, NJ

- Bachelor of Arts - Fine Arts Studio major, concentration in Graphic Design

SKILLS

Adobe Photoshop CC Adobe Illustrator CC Adobe InDesign CC Adobe Lightroom CC Sketch Basikly Procreate MultiAd Creator