

Bridgette Bill

Senior Presentation Specialist

bridbill@comcast.net | 586.801.1198

Warren, Michigan, United States

Linkedin: <https://www.linkedin.com/in/bridbill>

Results-driven Senior Presentation Specialist with extensive experience in creating high-impact presentations that effectively communicate complex data and concepts. Proficient in leveraging advanced PowerPoint features and Adobe Creative Suite to produce visually engaging content aligned with brand standards. Demonstrated ability to collaborate with cross-functional teams, mentor junior designers, and continuously improve design processes. Committed to delivering exceptional quality and enhancing client satisfaction through innovative presentation solutions.

Areas of Expertise

- Presentation Design and Development
- Brand Consistency
- Content Translation
- Quality Control and Proofreading
- Trend Awareness
- Strategic Planning
- Project Management
- Custom template creation
- Layout Design
- Cross-Functional Collaboration
- Mentorship and Development
- Stakeholder Management
- Interactive Presentation Design
- Graphic Design Experience
- Continuous Improvement
- Creative Thinking
- Proficient in MS Office & Adobe Creative Suite

Professional Experience

Owner/Presentation Specialist

May 2004 - Present

B. Bill & Associates – Warren, MI

Deliver expert presentation development and enhancement services, successfully achieving company business objectives and client project goals through the creation of custom templates, new builds, revisions, consistency reviews, animations, audio/video integration, version control, and unification of multiple presentations. Oversee on-site meeting requirements. Manage the operation of primary presentations, including running computers, speaker cue controls, and switchers. Manage budgets effectively through accurate forecasting of expenses and revenues, ensuring financial targets are met. Stay abreast of industry trends to identify opportunities for process improvement and enhanced service offerings.

- Facilitated effective meeting flow by offering professional on-site support, managing slide reviews, and coordinating speaker readiness, ensuring collaborative edits during presentations.
- Provided meticulous support for high-profile accounts, including expert assistance for pharmaceutical company presentations during critical FDA regulatory meetings in Washington, D.C., and internationally, meeting all detailed requirements.
- Expanded the client base by demonstrating creativity and technical proficiency in designing and developing impactful marketing materials, including flyers, brochures, logo designs, unique invitations, greeting cards, and posters.

Senior Presentation Specialist

September 2014 – October 2024

Commonwealth-McCann – Detroit, MI

Collaborated with cross-functional teams to design and produce visually engaging presentations for diverse client and agency audiences. Developed custom templates in alignment with client branding guidelines to ensure consistency and professionalism. Edited and refined existing presentation decks based on client feedback to ensure alignment with project objectives and audience expectations.

- Optimized PowerPoint presentations for faster loading speeds during virtual and in-person conferences, enhancing the overall user experience.
- Identified and implemented opportunities for improvement in presentation processes and workflow efficiency to enhance productivity.
- Produced high-quality print media collateral, including brochures, flyers, white papers, RFPs and award submissions, showcasing the agency's capabilities.
- Served as the go-to person for assistance with creating effective presentations using various software applications, supporting team members in developing their skills.

Graphics Operator

March 2012 - September 2014

Roland Berger Strategy Consultants – Troy, MI

Created presentations, business graphics, 2D illustrations, and images in accordance with established corporate design standards, ensuring visual consistency and professionalism.

- Transformed rough, hand-written, and hand-drawn slides into polished PowerPoint presentations, enhancing clarity and visual appeal.
- Adapted globally formatted files to meet U.S. standards, ensuring compliance and accessibility for domestic audiences.
- Contributed to projects in automotive, chemicals, energy, healthcare, medical devices and IT.

Additional Experience

Global Team Ford Business Manager, Team Detroit – J. Walter Thompson – Dearborn, MI
Senior Presentation Specialist, Team Detroit – Young & Rubicam – Dearborn, MI
Senior Presentation Specialist, BBDO Detroit (Formerly Ross Roy Communications) – Troy, MI
Multi-Media Artist, VuCom NewMedia – Troy, MI

Education

Bachelor of Science (B.S.): Business Management, University of Phoenix – Troy, MI
Associate in Arts (A.A.): Graphic & Commercial Art, Macomb Community College – Warren, MI

Certifications

Certified Presentation Specialist (CPS™), October 2024

Professional Affiliations

Member of the Presentation Guild

Community Support

Volunteer Director, Lewiston Area Snow Groomers, Board of Directors (nonprofit)
Volunteer groomer driver, Lewiston Area Snow Groomers