

EDUCATION

Certification - Web Design

Mesa Community College

Bachelor of Arts - Graphic Design

Eastern Illinois University

EXPERIENCE

Visual Designer

Symbiont Group \\ Chicago, Illinois \\ 12.2017 - Present

Current position with innovative digital consulting firm:

Consult with clients to establish and understand brand standards, needs, and campaign goals. \\

Conceptualize, develop, and execute branded deliverables including, but not limited to, sales sheets, case studies, presentations, landing pages, micro-sites, digital graphics, and other assets. \\

Close collaboration with content strategist, campaign manager, and additional team members as needed. \\

Graphic Designer

Street Level Studio \\ Highwood, Illinois \\ 08.2016 - 12.2017

Graphic and web designer for marketing and design agency:

Develop and/or update a variety of client projects including marketing collateral, both print and digital assets, advertisements, large-format event graphics, and publications. \\

Participate in project strategy and development sessions. \\

Communications Designer / Production Supervisor

American Bar Endowment \\ Chicago, Illinois \\ 09.2012 - 08.2016

In-house designer, coordinator, and strategist for non-for-profit affinity insurance sponsor:

Developed, designed, and managed all communications projects from start to finish. \\

Coordinated print and digital production with a variety of internal and external resources. \\

Reported regularly to Communications Director on project statuses, organizational initiatives, and creative direction. \\

Maintained departmental scheduling, project approvals, and budget, including invoice submission and reconciliation. \\

Graphic Designer / Print Coordinator

Print Focus \\ Phoenix, Arizona \\ 04.2007 - 09.2012

Served as designer and coordinator for fast-paced print service:

Managed daily projects ranging from branding development to marketing, collateral, and promotional materials. \\

Coordinated design and production schedule while occasionally managing other designers and staff. \\

Developed project key points, budgets, and deadlines by working directly with clients and vendors to achieve goals. \\

KNOWLEDGE

- + Extensive knowledge of Adobe Creative Suite/Cloud
- + Expert-level experience with MS Office
- + Knowledge of digital design principles and tools including HTML, CSS, and CMS
- + Proficiency and experience in data entry and departmental-based accounting
- + Strong communication skills, both written and verbal