

First Name Last Name

Address Line 1, City, State Zip * (111) 111-1111 * Name@domain.com

PROFESSIONAL PROFILE

- Senior Graphic Design Specialist with 6+ years of experience in the management of the complete design process, from conceptualization to delivery.
- Expert at interdepartmental coordination and communication.
- Skilled with Adobe Creative Suite (Illustrator, Photoshop, InDesign) Microsoft Office and web design applications (Dreamweaver, HTML).
- Able to stretch the boundaries of web design and digital storytelling to help my client's brands stand out.

PROFESSIONAL EXPERIENCE

EXPERION, New York, NY

A B2B marketing firm that has helped over 200 companies position, promote and market their unique brands.

Senior Graphic Design Specialist, May 2011 – present

- Lead in the design, development and implementation of the graphic, layout, and production communication materials while helping clients cut their costs by an average of 12%.
- Delegate tasks to the 7 members of the design team and provide counsel on all aspects of the project.
- Supervise the assessment of all graphic materials in order to ensure the quality and accuracy in the design.
- Oversee the efficient use of production project budgets ranging from \$2,000 – \$25,000.

STEPPING STONE ADVERTISING, New York, NY

A full-service ad agency devoted to the well-planned execution of customized direct and digital marketing campaigns.

Graphic Design Specialist, Aug 2009-May 2011

- Developed numerous marketing programs (logos, brochures, newsletters, infographics, presentations, and advertisements) and guaranteed that they exceeded the expectations of our clients.
- Managed up to 5 projects or tasks at a given time while under pressure to meet weekly deadlines.
- Recommended and consulted with clients on the most appropriate graphic design options based on their overall marketing goals.
- Created 4+ design presentations and proposals a month for clients and account managers.

EDUCATION

ROCHESTER INSTITUTE OF TECHNOLOGY, Rochester NY

Bachelor of Fine Arts in Graphic Design May 2009

GPA: 3.4/4.0

Designed the school's online newspaper

ADDITIONAL SKILLS

Proficiency in Adobe Creative Suite (InDesign, Illustrator, Photoshop)

Member of the Society for Experiential Graphic Design (SEGD)

Skilled in Microsoft Office Suite

Working knowledge of HTML and CSS

Bilingual in English and Spanish