

## PROFILE

A dedicated employee and hard worker on all the projects she undertakes.

## SKILLS

- Illustrator CS6
- Photoshop CS6
- Dreamweaver CS5
- Command Workstation
- Number Press
- InDesign CS6
- Xerox/Canon Savvy
- HTML 4 & CSS 3
- Mac/Windows Platforms
- Quark Xpress
- Great communication skills
- Excellent customer service
- Great time management skills
- Excellent organizational skills
- Team player and self-motivated
- Excellent problem solving skills

## EDUCATION

2007 2008 2009 2010 2011

**DIPLOMA / ADVANCED DIPLOMA  
GRAPHIC PRODUCTION : ART &  
DESIGN FUNDAMENTALS**  
NIAGARA COLLEGE (Welland, ON.)  
3YR PROGRAM

**GRADUATE CERTIFICATE  
WEB DESIGN**  
SHERIDAN COLLEGE  
(Oakville, ON.)  
1YR PROGRAM

## VOLUNTEER EXPERIENCE

2010 2011 2012 2013 2014 2016 2018

**GRAPHIC DESIGNER**  
LIVING PINK  
THROUGH FASHION  
& THE BIG PINK  
(Hamilton, ON.)

**WEBSITE MANAGER  
& GRAPHIC DESIGNER**  
THE CORSAGE PROJECT  
(Toronto, ON.)

## WORK EXPERIENCE

**NOV. 2015 – PRESENT (2 YEARS, 11 MONTHS & COUNTING)**

**Branch Manager & Graphic Designer at Commercial Digital Print (Action Print - Beamsville)**

- Design
- Account Management
- Strategic Planning for Business Growth
- Training New Staff

**SEPT. 2012 – MAY 2015 (2 YEARS, 8 MONTHS)**

**Graphic Designer at Commercial Digital Print (formerly Action Print Inc.)**

- Design
- Orders & Invoicing
- Customer Service
- Print Production & Bindery
- Web (internal)

**DEC. 2011 – SEPT. 2012 (10 MONTHS)**

**Graphic and Web Designer at C4P INC.**

- Logo & Stationery
- Web Design
- Tradeshow Event Booth Design
- Promotional Material

## FREELANCE EXPERIENCE

**JUNE. 2009 – PRESENT (9 YEARS, 3 MONTHS & COUNTING)**

- Company Branding
- Event Invitations
- Web Design & Site Management
- Personal Artwork

## CERTIFICATES/AWARDS

- Certificate of Appreciation (NC Orientation 2009)
- Graduate Niagara College Scholar (2009)

## REFERENCES

Available upon request