

PROFILE

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

SKILLS

- Illustrator CC
- Photoshop CC
- Dreamweaver CS5
- Command Workstation
- Number Press
- InDesign CC
- Xerox/Canon Savvy
- HTML 4 & CSS 3
- Mac/Windows Platforms
- 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	2014	2016	2018	2019
GRAPHIC DESIGNER LIVING PINK THROUGH FASHION & THE BIG PINK (Hamilton, ON.)			WEBSITE MANAGER & GRAPHIC DESIGNER THE CORSAGE PROJECT (Toronto, ON.)			

WORK EXPERIENCE

NOV. 2015 – NOV. 2019 (4 YEARS)

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 (10 YEARS, 9 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