



Graphic Designer

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Education

Academy of Art University, San Francisco, CA (online)

Master of Arts in Graphic Design, Dec. 2017

Philadelphia University, Philadelphia, PA

Bachelor of Science in Graphic Design, May 2014

Minor in Business

Experience

Brandywine Workshop and Archives, Philadelphia, PA

Graphic Designer | July 2014 – Sept. 2023

- Designed brochures and flyers for upcoming events which were often used in funding reports.
- Composed and updated e-newsletters which were distributed to over 2,500 subscribers promoting upcoming events, services, and monthly updates.
- Maintained sales inventory and permanent collection databases for fine art lithography prints.
- Edited and updated the website, as needed, including posting e-newsletters bi-monthly.

The Philadelphia Clef Club of Jazz and Performing Arts, Philadelphia, PA

Graphic Designer | Dec. 2014 – Mar. 2020

- Designed posters, postcards, and brochures which were distributed to the community as well as displayed outside to promote upcoming performances.
- Composed and updated e-newsletters which were distributed to over 3,400 subscribers promoting upcoming shows and monthly updates.
- Worked closely with printers and web designers to ensure designs were printed and displayed correctly.

Campus Philly, Philadelphia, PA

Graphic Design Intern | Sept. 2014 – Nov. 2014

- Created and updated graphics for the website and social media.
- Designed and updated the *Insider* e-newsletter which was distributed to 25,000 college students on a weekly basis.
- Worked with the senior creative team to learn HTML coding.

Skills

Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Microsoft Excel, Microsoft PowerPoint, Microsoft Word, Illustration, Branding, Typography, Packaging, HTML, Project Management, Time Management, Administrative, Problem Solving

Activities

Member, AIGA Sept. 2011 – 2018

Member, National Honors Society Aug. 2010 – May 2014

DEC Fellow at Philadelphia University Sept. 2011 – May 2014