



■ EDUCATION

GRAPHIC DESIGN DIPLOMA

(with Distinction)
St. Lawrence College, Kingston
September 2006 - May 2009

FINE ARTS DIPLOMA

Georgian College, Barrie
September 2002 - May 2004

■ INTERESTS & SKILLS

SOFTWARE

Adobe CS5 (Photoshop, Illustrator, InDesign, Dreamweaver, Flash),
QuarkXpress, Microsoft Office, HTML, Mac OS 9/X, Windows

SPECIALTIES

Photography, painting, colour theory, illustration
Writing, creative problem solving, typography

■ EMPLOYMENT

WE MARKETING

Graphic Designer / Production Coordinator
Kingston, ON
July 2009 - July 2011

As a Graphic Designer for Ontario's largest dealer of Rogers and Fido I have gained a vast array of skills necessary for both corporate and retail design. My design responsibilities included direct mail, newspaper and magazine ads, trade shows, device launches, online and social media incentives, billboard and large scale media design, coupons and flyer design. I have also been directly responsible for all large scale printing, production, and installation of media for external clients, as well as the ordering of stock and media necessary to maintain a print studio as well as direct contact with both suppliers and clients.

RC DESIGN

Graphic Design Intern
Newmarket, ON
March 2009 - April 2009

My time as an intern at RC Design ensured a solid grasp of what a Design Studio could really do. With a well defined team, consisting of 2 designers as well as 2 programmers, I was able to lend my skills to trade shows, flyers, ads, layout as well as production and mounting, daily meetings and great brainstorming sessions.

EARTH TO SPIRIT FAIR TRADE COMPANY

Sales Rep & Cashier
Kingston, ON
July 2005 - August 2008

As part of a small family owned business dealing specifically with fair trade African and Native art and jewelry, I was able to utilize my skills to assist in the daily practices of a retail art and gift store. I dealt directly with sales, shipping, and exquisite customer service, as well as becoming responsible for the presentation and repair of both the metal and stone sculptures.

INDIGO BOOKS & MUSIC

Head Cashier/Head of Periodicals
Indigo Bookstore, Kingston, ON
Chapters Bookstore, Barrie, ON
Chapters Bookstore, Newmarket, ON
October 2000 - April 2005

For nearly 5 years I devoted myself to life in a bookstore. I was, at different times, Head of Magazines, Head of Shipping/Receiving, and Head Cashier. I dealt directly with vendors to keep periodicals and newspaper in stock, maintaining special orders for customers, and kept overstock and returns both orderly and efficient. As Head Cashier I had direct responsibility of the safe, maintained 7 registers, keeping daily totals, bank deposits, and cash flow balanced and maintained.