

HEATHER R. FLORES

CREATIVE **DIRECTOR**

**WELCOME TO MY RESUME**



000 11111 223445678000 11111 234567659

johnjsmith@email.comwww.info-johnsmith.com

1234, White Home, Road-12/ABCStreet-13, New York, USA, 12345





**PRO PHOTOGRAPHER, ART & DESIGN LTD - NEW YORK, NY // 2010 - 2004**

* Worked in varied environments and with many different subjects
* Managed requests, schedule, budget and website
* Planned composition, lighting and background for each project

I want to use my educational, technical, practical, interpersonal communication skills

TO BE A GRAPHIC DESIGNER FOR YOUR LARGE DESIGN COMPANY

MY TARGET

* 14 years of experienced in Graphic Design
* Background working on a variety of assignments
* Extremely organized and capable of managing multiple and varied projects
* Strong set of technical and practical skills about Graphic Design
* Practical experience working with photography programs and equipment

HIGHLIGHTS OF QUALIFICATION

EXPERIENCE

**STAFF PHOTOGRAPHER, RED 30 DESIGN - NEW YORK, NY // 2010 - PRESENT**

* Primary photographer for various assignments: commercial & more
* Responsible for editing photos for color balance and sharpness
* Maintained photography equipment and cameras

**FREELANCE PHOTOGRAPHER - NEW YORK, NY // 2010 - 2004**

* Worked in varied environments and with many different subjects
* Managed requests, schedule, budget and website
* Planned composition, lighting and background for each project
* Trained executives to creative effective cross-cultural presentations
* Developed online training program for executive use of Adobe Photoshop
* Designed and developed a database to keep track of financial donations
* Coded new screens and reports, debugged and revised serene
* Provided computer design support to virtual volunteers on election

ACCOMPLISHMENT

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**Date: 23 April 2013**Mr Allan MoyleJohn Smith and AssociatesPhone: +97 6253 6352Email: enquiries@johnsmithan.com.auRE: **Application for Graphic Designer Assistant position**Dear Mr. Moyle,As a young and motivated individual I am extremely interested in submitting an application for the advertised Trainee Administrative Assistant position with John Smith and Associates.In November 2013 I completed my VCE studies and also obtained a Certificate II in Business Administration. This has given me a range of practical capabilities that will meet the needs.With regard to my ability to meet the specific requirements of this job:**Customer Service:** Worked for four years in a face-to-face customer service environment providing customer service at registers, lay-by counter and on the retail floor. **Reception duties:** Responsibilities at KSmart included answering incoming phone calls and assisting customers with phone-based enquiries.**General Administration:** Certificate II in Business Administration has provided training in the use of skills including filing, data processing, records management and written communication.I would appreciate the opportunity to meet with you to discuss my application at an interview. I have enclosed a copy of my resume for your consideration. I can be contacted at all times on the details provided above.

Thanking you in advance for your time,

Heather R. Flores

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YOUR SMART TITLE OF AMAZING WORKS GOES HERE...

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book. It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages and more recently with desktop publishing software.

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ACHIEVEMENTS

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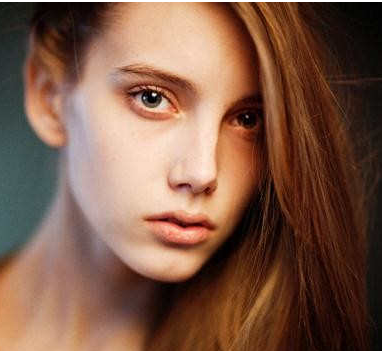
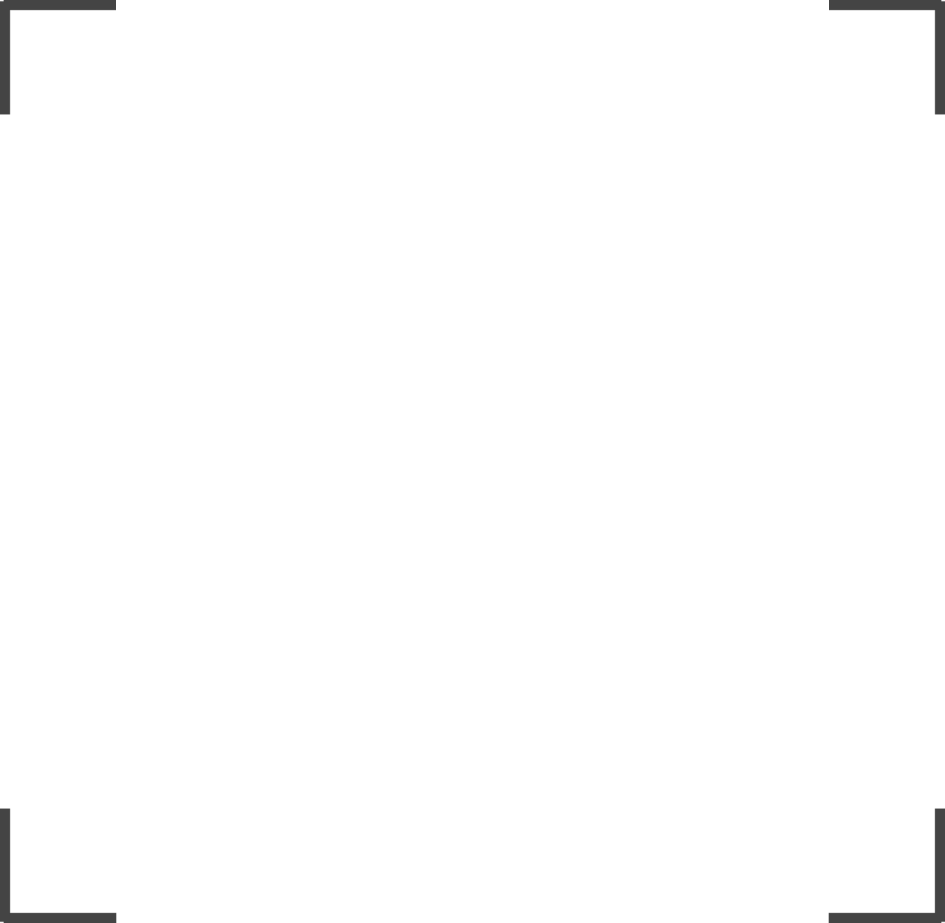


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GET ME IN TOUCH AT ANY TIME

THANKS FOR READING!



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