

ALISSA DICAIRE

GRAPHIC DESIGNER OTTAWA, CANADA

PROFILE

A graduate of the Graphic Design Program at Algonquin College, with experience in design, conceptual and creative thinking, software, technology and print production. Experience also in customer service and leadership rolls, as well as hard working, professional and organized. Now seeking to contribute my experience, skills and expertise with your company.



613.875.3413



dicaire.alissa@gmail.com



ca.linkedin.com/pub/alissa-dicaire/49/387/706



www.alissadicaire.ca

EDUCATION

GRAPHIC DESIGN

Algonquin College
Graduated with Honors
2012 - 2015

DESIGN STUDIES

Algonquin College
2011- 2012

HIGH SCHOOL DIPLOMA

St. Peter Catholic High School
Graduated with Honors and
French Extended Certificate
2004 - 2010

SKILLS

Graphic Design
Print, Branding, Photography
Adobe Creative Suite
Microsoft Word, Powerpoint
and Excel
Basic HTML, CSS, Java Script
WordPress
Prezi
Social Media
Excellent written and verbal
communication
Fluent in English
Moderate in French
Hard Working
Team Player

PROFESSIONAL SUMMARY

CANADIAN GEOGRAPHIC MAGAZINE January 2016 - Present
Ottawa, Ontario

Design Assistant | Contract Graphic Designer

- » Assisting with layout design of Canadian Geographic Magazine
- » Handling print production duties and preflighting all digital files before going to press for the April 2016 issue. This includes all close cropping, ensuring all edits were made to each file and aiding with colour corrections
- » Worked with branding and design for a number of RCGS projects such as *Mission Wild Wolverine*, 2016 Expeditions, Giant Floor Maps and Infographics
- » Designing bilingual teachers guides and information cards for Natural Resources Canada, Parks Canada and Wings of Courage GFM's for Can Geo Education

OTTAWA LIFE MAGAZINE

August 2015 - January 2016

Ottawa, Ontario

Web and Graphics Manager | Graphic Designer

- » Graphic Designer for OLM Website, including designing advertisements, web article layouts, organizing web content and photo editing
- » Maintaining all social media, including designing graphics for Facebook and Twitter, designing E-Newsletters and Client Media Packages

FREELANCE DESIGNER

May 2015 - Present

Ottawa, Ontario

Graphic Designer

- » Completed Prezi presentation for the Canadian Journal of Law and Society
- » Completed promotional print media for the *Scholars at Risk* joint program of University of Ottawa and Carleton University
- » Designed print and web invitations and Social Media content for *Religious Freedom at Risk* Book Launch for Dr. Melanie Adrian PhD

CANADIAN GEOGRAPHIC MAGAZINE

March - April 2015

Ottawa, Ontario

Graphic Design Intern

- » Assisted in design for magazine layouts, web ad's and banners, infographics, covers, print ad's etc for Canadian Geographic Magazine, Travel, Géographica and Energy Exchange Magazine
- » Worked on a special education project for the *2015 Canadian Geographic Challenge*, including designing pamphlets, booklets, multiple tests (in both French and English) and winners certificates