

ALISSA DICAIRE

GRAPHIC DESIGNER OTTAWA, CANADA

PROFILE

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



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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

OTTAWA LIFE MAGAZINE

August 2015 - Present

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

- » Interned for 6 weeks at the Editorial Office
- » Designed magazine layouts, web ad's and banners, infographics, covers, posters, print ad's etc for Canadian Geographic Magazine, Travel, Géographica and Energy Exchange Magazine
- » Worked on a special education project for the 2015 National Geographic Challenge, including the event branding, designing pamphlets, booklets, tests and certificates

ARMSTRONG AND RICHARDSON LTD

June 2012 - March 2015

Ottawa, Ontario

Fitting Specialist & Key Holder

- » Working with mostly elderly and/or disabled people, ensuring proper shoe fitting and shoe care maintenance
- » Managed Clearance Center, provided excellent customer service, maintained strong customer - employee relationships, dealt with customer order's, worked at all locations in Ottawa