

# ALISSA DICAIRE

GRAPHIC DESIGNER OTTAWA, CANADA

## PROFILE

A graduate of the Graphic Design Program at Algonquin College, with experience in both print and web design, layout design, conceptual and creative thinking 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.



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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  
Print Production  
Adobe Creative Suite  
Microsoft Word, Powerpoint  
and Excel  
Basic skills in HTML, CSS,  
Java Script, WordPress and Github  
Prezi  
Social Media  
Excellent written and verbal  
communication  
Fluent in English  
Moderate in French  
Google Plus

## PROFESSIONAL SUMMARY

### CANADIAN GEOGRAPHIC

January 2016 - Present

Ottawa, Ontario

Contract Graphic Design Assistant

- ➔ 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.
- ➔ Worked with branding and design for *Mission Wild Wolverine*, 2016 Expeditions, numerous infographics, social media graphics, web ad's and other printed material, mostly associated with Canadian Geographic Education
- ➔ Designing bilingual teachers guides and information cards for Natural Resources Canada, Parks Canada and Wings of Courage GFM's for Can Geo Education
- ➔ Designing all printed materials for the 2016 Canadian Geographic Challenge

### OTTAWA LIFE MAGAZINE

August 2015 - January 2016

Ottawa, Ontario

Web and Graphics Manager | Graphic Designer

- ➔ Graphic Designer for OLM's 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 the 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
- ➔ Aided Canadian Geographic with print production and layout design

### CANADIAN GEOGRAPHIC

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
- ➔ Designed tests and other printed material for the 2015 Can Geo Challenge