

# 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.



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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

CANADIAN GEOGRAPHIC MAGAZINE January 2016 - Present  
Ottawa, Ontario

Design Assistant | Graphic Designer (Contract)

- » Assisting with design of Canadian Geographic Magazine, including layouts, print ads and other editorial design
- » Handling print production duties and preflighting all digital files before going to press and aiding with colour correction for all photography
- » Worked with branding and design for a number of RGCS projects such as *Mission Wild Wolverine*, Giant Floor Maps and Infographics

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