|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Bre-ell Dorman  Graphic Designer  Portfolio: [***https://breed2.github.io/breelldormanportfolio/***](https://breed2.github.io/breelldormanportfolio/) | | | 13364 Folly Trail Place  Ashland, Virginia 23005  804-728-7493  Brekd816@gmail.com |  |
|  |  |  |  | |  |
|  | Career Summary **Core Competencies**  **Employment**  **Education**  **Certifications** |  | I am a creative individual with a passion for visual storytelling with a background in graphic design, eager to leverage innovative design solutions to elevate brand identities and contribute to impactful projects.   * Proficient in Adobe design software (Photoshop, InDesign, Illustrator). * Experienced with Google Applications (Docs, Slides, Sheets) and Microsoft Office Suite (Word, PowerPoint, Excel, Teams). * I am skilled in HTML, CSS, WordPress, and JavaScript for innovative UI/UX design. * Proficient in using Canva and Figma for visual content creation. * I am knowledgeable in social media graphics, content creation, photography, image editing, motion graphic design, and layout design.   **Administrative Assistant (Part-Time)**  **K&B Financial Services**  **February 2022 – Present**  **Ashland, Virginia**   * Manage phone calls. * Organize and schedule appointments. * Plan meetings and take detailed minutes. * Proofread, edit, and revise communications with graphic text and pictures to include PowerPoint Presentations. * Write and distribute email, correspondence memos, letters, and forms. * Assist in the preparation of regularly scheduled reports. * Develop and maintain a filing system. * Order office supplies and research new deals and suppliers. * Maintain contact lists. * Function as the point of contact for internal and external clients.   **Produce Clerk (Part-Time)**  **Kroger**  September 2023 – Present  Mechanicsville, Virginia   * Design and arrange produce displays to attract customers and boost sales. * Inspect produce for quality and freshness, ensuring top-notch presentation. * Provide excellent customer service, assisting shoppers and answering questions.   **Bachelor of Fine Arts in Graphic Design**  **Virginia Commonwealth University**  August 2020 – May 2024  GPA: 3.889  Magna Cum Laude  **Google UX Design**  May 2024 – September 2024  Coursera  **Google Digital Marketing and E-Commerce**  February 2025 - June 2025  Coursera | |  |
|  |  |
|  |  |