



Jennifer Green  
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Link to online portfolio

<https://jennifergreen.myportfolio.com/>

## EXPERIENCE

### **Graphic Designer** (October 2013-Present)

Talk of the Town - Remote

Create and design imaginative marketing collateral for clients to promote and grow their business including: new branding, new marketing collateral, ongoing marketing, creating templates, updating old designs for a fresh, more current feel. Concept to production: consulting with clients, developing layouts for print ads, brochures, banners and more. Presenting samples for approval, and preparing files for print. Collaborate with clients on strategy, design, and production of visual communications for print and social media. Boundless photo manipulation. Multi-page publication layout.

### **Graphic Designer** (January 2018-Present)

Sugar and Spice, Peanut Butter Balls - Freelance, Remote

Develop and design company logo and branding along with promotional and informational materials. Assistance with packaging, package design and marketing materials. Prepare files for print.

### **Art Department Manager, Graphic Designer** (May 2008-July 2013)

Dyson Media - Los Angeles, CA

Managed and advised the Art Department of five designers and three writers. Built the Copy writing Team. Assigned tasks for designers and writers. Designed advertisements for a variety of businesses. Arranged the layout of articles and ads for six different magazine publications distributed throughout the country. The point person and mediator between clients, designers, salespeople and printers. Recruited and trained new designers and writers. Wrote and developed original content for magazines. Worked with clients, sales representatives, business owners, and other designers in a fast paced environment until final approval was achieved. Prepared files for print. Updated the website.

### **Graphic Designer, REALTOR®** (May 2005-2007)

Heritage Realty - Los Angeles, CA

CalDRE #01704271

Designed and implemented marketing pieces and advertising strategies. Sold residential properties to targeted clientele in Los Angeles area. Successfully completed in-depth sales leadership training coursework.

## SKILLS

- **Creative Cloud:** Photoshop, Indesign, Illustrator, Acrobat Pro, Dreamweaver
- Wordpress, Basic HTML, CSS
- Typography
- Very creative and imaginative problem solver with a keen eye for detail
- Work independently or on team; Very adaptable to a changing environment
- Strong public speaking and presentation skills
- Ability to handle multiple assignments under high pressure and consistently meet tight deadlines
- Excellent written, oral and interpersonal communication skills
- Thrive on working on challenging projects
- Highly organized and dedicated; always bringing a positive attitude

## EDUCATION

**Santa Monica College**, Graphic Design Program, Certificate of Completion

**New York University (NYU)**, Tisch School of the Arts, Bachelor of Fine Arts



CLEAN, PRETTY  
DESIGN