

MARK FRANCIS

GRAPHIC DESIGNER

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142 Lawrence Road,
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EDUCATION

2008-2011 **BS IN GRAPHIC DESIGN**
SUNY Empire State College, NY

EXPERIENCE

2022-Present **WEB DEVELOPER AND GRAPHIC DESIGNER**
Accel Omega, Greenville, SC (Remote)

- Graphic production, video editing, media creation, and website design

2016-2021 **GRAPHIC DESIGNER, PHOTOGRAPHER, VIDEO EDITOR**
The American School (NEIGB) Sidon, Lebanon

- Head of the creative department (English and Arabic graphic production, video editing and media creation).
- Designed and oversaw high quality yearbooks and textbooks (including photography of the 2000+ personnel).
- Member of the founding committee of the NEC (National Educational Conference). Created the conference's identity, ads, videos and social media in both Arabic and English languages.
- Created graphics for the school's social media platforms.
- Photographed the school's events.
- Designed and oversaw giant promotion bill boards in both languages.
- Worked with the IT team in updating and developing the school's website.
- Generated and framed the school's digital evaluation forms.
- Taught a photography class

2011-2021 **SENIOR GRAPHIC DESIGNER**
Biblical Missions International (A non-profit Organization)

- Responsible for all graphic production (including motion graphics), video editing, and media creation in both English and Arabic languages.
- Created logos, icons, and splash screens for smartphone apps.
- Developed the branding of the various ministries of the organization.
- Designed the Arabic Bible (AVDDV translation) cover typography. (More than 150,000 copies distributed worldwide.)
- Drove all Facebook campaigns with tailored graphic images to help engage followers.
- Created more than 300 videos and clips that display religious hymns, sermons, and live stories.
- Edited more than 1500 Arabic and English audio clips.
- Oversaw all media content for the organization's social media outlets.
- Worked with IT teams to develop and improve English and Arabic websites using WordPress (headers, icons, images, etc.)

2012 **MICROSOFT OFFICE INSTRUCTOR**
Lebanese American Language Center

2010-2012 **ARABIC/ENGLISH LIVE INTERPRETER AND DOCUMENT TRANSLATOR**
Weekly community and church events

2011 **GRAPHIC DESIGNER**
Malik's Bookshop

ABOUT ME

I am a responsible and experienced Graphic Designer with an extensive background in layout and commercial print. I am creative and adaptable, with an excellent eye for detail and design. I have strong technical abilities as well as excellent interpersonal skills. I am a fast learner and am eager to be challenged to grow in this field.

I am also skilled in web development, with a strong understanding of front-end design and development principles, allowing me to create visually appealing and user-friendly websites.

LANGUAGES

ENGLISH
ARABIC

SKILLS

WordPress
Adobe Indesign
Adobe Photoshop
Adobe Illustrator
Adobe Premiere
Adobe After Effects
Adobe Audition
Typography
Icon Design
Live Interpretation
Document Translation
WordPress
Microsoft Office
Social Media Management
Google and Microsoft platforms

INTERESTS

Photography
Painting
Piano and Flute