



**Melissa Warch**

*Graphic Designer*

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melissawarch.com

## EDUCATION

**Bachelor of Fine Arts in Graphic Design**

Florida Atlantic University

January 2019 - December 2022

**Associate in Arts Degree**

Palm Beach State College

August 2015 - December 2018

## SKILLS

- Adobe Illustrator, Photoshop, InDesign, AfterEffects
- Wireframing tools such as Figma and Adobe XD
- HTML, CSS, Bootstrap, and web accessibility
- Low and high fidelity UI design
- Color theory, layout hierarchy, package and logo design
- Designing graphic user interface elements
- Creating end to end experience design and interactive prototypes

## WORK EXPERIENCE

**Secretly Yours**

Assistant

- Data entry and filing
- Write and send out letters and emails
- Answer phone calls and take messages

**Revolution Dating**

Receptionist

- Greet, welcome, and direct visitors appropriately
- Maintain security and telecommunications systems
- Inform visitors by answering or referring inquiries

**Miller's Ale House**

Server

- Greet customers and presenting menus, making suggestions
- Take and serve food/drinks orders, up-sell when appropriate
- Deliver checks and collect payments.

## SOFT SKILLS

- Creative, resourceful, open to feedback, empathetic, dedicated