

Caleigh Ellis

Graphic Designer

Address | 14 Milburn Drive
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Canada, L0S1E4

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EDUCATION

- September 2017 - April 2019
Graphic Design
Niagara College, Welland, Ont.
 - 90% Average
 - Achieved presidents honor roll every semester
 - Courses include package design, typography, web design, photography, editorial design, and information design
 - Studied the programs AdobeXD, Lightroom, After Effects, Photoshop, Illustrator, Indesign, and Premiere Pro
 - Studied how to code websites and applications using HTML and CSS
- January 2017 - April 2017
AutoCAD / Drafting - Dual Credit
Niagara College, Welland, Ont.
 - Completed the class with 100%
 - Studied AutoCAD, Revit, and other Autodesk Programs
 - Worked with building 2D and 3D models
- September 2012 - June 2017 - Graduated in June 2016
All University/mixed courses
E.L. Crossley Secondary School, Fonthill, Ont.
 - 90% Average
 - Achieved honour roll every year
 - Film, design and computer programing competitions
 - Courses include visual arts, photography and communication design

AWARDS

Niagara College - 2020
Niagara Scholar's Award

E.L. Crossley - 2014 - 2016
Top art student in grade 10, 11 and 12

E.L. Crossley - 2016
DSBN Gold Medallion Award

E.L. Crossley - 2016
Ontario Scholar's Award

Niagara Regional Exhibition - 2013 - 2016
Art won 1st place in multiple categories

Rodman Hall Art Gallery - 2015
Art piece was 'Best In Show'

Strutt - 2015
Art piece was accepted into a wearable art fashion show

Welland Camera Club - 2015
Bronze ribbons

WORK EXPERIENCE

- From July 2020 to Present
Kaiser Design, St. Catharines Ontario
Graphic Designer
 - Experience with Illustrator, Photoshop, Lightroom, After Effects, HTML, CSS, WordPress and Square Up
 - Performed both on teams and individually on projects
 - Worked with Sublime Text and File Zilla to build and design E-Blasts and webpages
 - Multitasked on projects daily
 - Worked with clients closely to make to make design edits and changes to their liking
- From July 2020 to Present
The Village of Healing and Wellness, St. Catharines Ontario
Graphic Designer and Social Media Manager
 - Experience with Illustrator, Photoshop, and Adobe XD
 - Rebuilt the website in Squarespace and the online shop in Sam Cart
 - Redesigned the brand and style on all accounts for the company
 - Multitasked on projects daily
 - Managed Social Media accounts daily and built up a following
- From April 2019 to May 2020
Niagara College Marketing Department, Welland Ontario
Associate Graphic Designer
 - Answered calls and met with clients about upcoming projects
 - Experience with Illustrator, Photoshop, Indesign, Lightroom, and other Adobe programs
 - Performed both individually and in teams on projects
 - Contributed during design meetings
 - Would take on new projects and tasks daily
- From September 2016 to January 2017
Forest Green Creations and Design, Fonthill Ontario
Internship
 - Organized their design and building code libraries
 - Experience with AutoCAD and Revit
 - Helped with the designs of future homes and plazas
 - Shot photos of the construction of their most recent projects
 - Answered calls and met with clients and business workers about current projects
- From June 2015 to August 2018
Marineland, Niagara Falls, Ontario
Cashier, Customer Service, Warehouse Worker
 - Packaging merchandise for shipment
 - Covered mutiple shifts/tasks at a time
 - Organizing stock and shelves in the warehouse and gift shop
 - Locked up shop and handled money

VOLUNTEER EXPERIENCE

From August 2019 - September 2019

Niagara College, Welland, Ontario

Orientation Assistant

- Greeted new students and walked them to their lectures
- Passed out maps and schedules for upcoming events during the week
- Updated other groups about lecture or event time changes

From September 2012 - June 2018

Quaker Road Elementary School, Welland, Ontario

Secretary Assistant / Kindergarten Room Assistant

- Created class schedules and presentations using Word, Excel and Powerpoint
- Filed out mail orders
- Passed out memos and forms to teachers
- Organized bookshelves and filing cabinets

From October 2013 - March 2017

Fenwick United Church, Fenwick Ontario

Arts and Crafts Helper / Youth Center Assistant / Luncheon Helper

- Set up and took down the centers when the event was finished
- Made sure kids listened to instructions and helped them with their activities
- Photographed the activities for their monthly newsletter
- Helped prepare and deliver food to all the customers

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REFERENCES



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