

DONA ALTEMUS

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EXPERIENCE

Freelance

August 15 - present

Graphic Designer + Project Manager

August 14 - 15

MUSEUM OF CONTEMPORARY ART

managed museum's identity

created direct mail pieces

built exhibition catalogues

Marketing & Graphic Design Assistant

August 12 - August 14

MUSEUM OF CONTEMPORARY ART

maintained website via wordpress

created printed & electronic collateral

(i.e. invitations, e-blasts, logos)

created exhibition and way-finding signage

implemented social media regiment across all platforms

Assistant Graphic Designer

May 11 - January 12

WOLFSONIAN-FIU

collaborated with art director to create a digital and print student curriculum

detected and resolved file errors

created layout sketches and multiple logos

EDUCATION

2012 Miami, FL Bachelor of Fine Art, Graphic Design
New World School of the Arts/ University of Florida
Dean's List 2012, 2011, 2010

2009 Miami, FL Associate in Arts
Miami Dade College

Skills

Proficient Mac & Windows user
InDesign
Photoshop
Illustrator
Dreamweaver
Microsoft Office Suite
HTML
CSS

Excellent verbal and written skills in English and basic Spanish

References supplied upon request

Awards

Selected tie design for
Miami Dade Days, 2010

Organizations

AIGA
(American Institute of Graphic Arts)
member since 09