

# Jo Wong

Creative Practitioner | Graphic Designer | Visual Artist  
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## BIOGRAPHY

I am Master of Design graduate based in Nottingham, currently working as an in-house Product Designer and Graphic Artist at WePrintLanyards. I am an ambitious individual that aims to improve my skills as a designer and creative. I have a background in graphic design, interactive design and visual communications. Though I am interested in being involved in all aspects of design. I am motivated by contemporary art, creating a better society for the future, as well as all the weird and wonderful things this world has to offer.

## KNOWLEDGE & SKILLS

### Design and Technology

- Graphic Design: Print and Digital
- Interactive Design: UX and UI, Core knowledge of HTML and CSSs
- Branding: Logos, Colour Schemes, Typography, Customer Profile
- Adobe Creative Suite: InDesign, Photoshop, Illustrator, Premier Pro and After Effects
- Other Programmes: Procreate, Microsoft Office, Quark, Keynotes, Visual Studio Code, Github, Slack, Trello, Vecornator
- Social Media - Facebook, Instagram, TikTok

### Personal and Interpersonal

- Bilingual - fluent in both English and Cantonese
- Direct open and honest communication, empathetic, commitment to team work
- Disciplined and diligent when working towards deadlines
- Presentation, public speaking and creating portfolios/presentations

## EXPERIENCE

### Product Designer & Graphic Artist, WePrintLanyards; Long Eaton — August 2021 - Present

- In-House Designer for UK based manufacturer for lanyards
- Designed lanyards, ID cards, web graphics, and created social media and e-Commerce imagery for the web store, Etsy and Amazon.
- Proofing artwork - liaise with artwork team, sales team and customers to create, advise and adjust artwork to ensure that their products print out well and are high quality. I have created proofs for companies such as Sky, Twycross Zoo, NHS and created custom artwork for EM-Con to celebrate their 10 year anniversary
- Made test strips of lanyards - assembled sublimation dye and fabric and used a hot press to transfer the artwork onto it

### Freelance; Nottingham — 2017 - Present

Little Bean - Homemade; Nottingham, UK - 2020

Barber Black Sheep, Graphic Design; Lincoln, UK - 2020

Man's Garden, Menu and Marketing; Nottingham, UK - 2017-2020

- Made business cards, tags, gift certificate, menus, and artwork
- Liaised with clients - had meetings to discuss their ideas, show them my ideas for feedback, and alterations based on feedback
- Honest and open communication - kept client informed about ongoings, managing expectations and limitations, giving suggestions

- Research – examining existing products
- Prototyping – creating physical mock-ups to test print alignment and colour
- Layout – creating grid layouts to ensure consistency between
- Branding – working with and creating colour scheme, working with type ensuring that fonts are suitable for medium and pair well with each other
- Time management – working efficiently, sticking to deadlines

University of Lincoln, Art and Design Degree Show; Lincoln, UK – 2019

- Designing A0 posters inDesign – make posters consistent with branding
- Gathering assets – communicating with other students, making sure they have all uploaded on time, transferring files through cloud
- Proofreading – making sure that there are no spelling or grammatical errors

University of Lincoln, Art and Design Degree Show; Lincoln, UK – 2017

**Counter Assistant, Mr NG's Chinese Takeaway; Nottingham — Nov 2020-Feb 2021**

**Manager, Man's Garden Chinese Takeaway; Nottingham — 2017 - 2020**

**Counter Assistant, Man's Garden Chinese Takeaway; Nottingham — 2011 - 2020**

- Face-to-face and over the phone communication – take orders clearly and thoroughly, chatting with customers, creating relationship with regulars
- Packing orders – making sure all items are well organised in packing station, communicating when items are missing, working quickly and diligently
- Working in a team – being aware when there are hold-ups in the process, and lending a helping hand when someone is struggling or running behind
- Fast paced environment – managing multiple tasks at the same time

**Student Ambassador, The University of Lincoln; Lincoln — 2016**

## EDUCATION/COURSES

University of Lincoln	MA Design, 2018 - 2019
	PG-D in Gender Studies, 2017 - 2018
	BA Interactive Design, 2014 - 2017

## VOLUNTEERING

**Graphic Designer, Simplex Code ; London — April 2021 - Present**

- Designing images and infographics for social media
- Reviewing and updating branding, logos and styles
- Update website graphics
- Remote communication: meetings on Google Meets and Slack, use of Trello

**Community Manager, UK Jo Posting; Nottingham — Sept 2017 - Present**

I am an admin for a LGBT+ community group on Facebook and Discord with 280 members. I ensure that the community is safe, while keeping spirits high by organising weekly game nights and encouraging insightful discussions.

## REFERENCES

Chris Dunne (Senior Lecturer)  
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Leila Craven (Colleague)  
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