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## EDUCATION Bachelor of Fine Arts, Graphic Design

The Art Institute of Washington, Arlington, VA March 2011

## FREELANCE Web & Graphic Designer

March 2011-Present

Performance Video Systems, Brentwood, MD

- Maintained and updated company website
- Designed and coded email newsletters which were sent to 1000+ contacts
- Created production and video graphics

### Graphic Designer

## September 2011

Vanguard Communications, Washington, DC

- Completed layout of 2-6 page publications based on established document template
- Developed the typographic layout of a 40+ page publication based on existing brand
- Prepared final files for output as PDF's (print and web)

## Team Leader & Graphic Designer

Fall 2010

lota Phi Lambda Sorority, Inc —Gamma Chapter, Washington, DC

- Served as project leader of in-school design studio course
- Developed logo and stationery for the Gamma Chapter Sorority

#### Team Leader & Graphic Designer

Spring 2010

First Stage Theatre, McLean, VA

- Designed gala invitation and envelope using new theatre logo and visual identity
- Prepared final files as PDF's for print

#### EMPLOYMENT Graphic Designer

#### November 2010-March 2011

The Art Institute of Washington: Department of Career Services, Arlington, VA

- Developed promotional materials for events sponsored by the Department of Career Services
- Edited images and graphics for web and print use

# Digital Printing Technician

January 2009-March 2011

The Art Institute of Washington, Arlington, VA

- Processed various student and faculty print requests
- Assisted students and faculty in troubleshooting print related issues
- Operated laser, ink jet and plotter printers

### AiW Summer Studio: Student Teacher

July 2010

The Art Institute of Washington, Arlington, VA

- Developed syllabus for course in graphic design principals and basics
- Familiarized high-school seniors with Adobe design software through in-class demonstrations
- Aided students in completion, output and presentation of final projects

SKILLS Branding, CSS, eNewsletter, HTML, Layout, Print Production, Social Marketing, Typography, Web Design, Wordpress

ORGANIZATIONS AIGA, the Professional Association for Design Alpha Chi Lambda, National Honor Society