

# SOPHIE LAMB

Graphic Designer



## TECHNICAL SKILLS

InDesign

Illustrator

Photoshop

HTML/CSS

Microsoft Office

**Other:** Premiere Pro, Full clean driving licence.



## EDUCATION

University of Leeds

**2:2 - Graphic Design and Communications (BA Hons)**  
Graduated July 2017

Repton School

**A-levels:** Art (A\*), Textiles (A\*), Religious Studies (B)  
**GCSE's:** A-B  
2009 - 2013

## REFERENCES

References are available upon request.



## PROFILE

I'm Sophie, a Graphic Designer with a long-term love for design and all things creative! I thrive from contributing ideas to a team and delivering concepts from inception to completion. I have the technical design skills which, combined with my personal skills, enable me to tackle projects in an efficient and imaginative manner, injecting my creative flair at every opportunity.



## EXPERIENCE

### Rayburn Tours Ltd.

Rayburn Tours is an international tour company, creating tailor-made tours for groups.

#### **Graphic Designer, August 2017 - Present**

Since finishing my final year of university, I have been working as a full time in-house graphic designer for Rayburn Tours within the Marketing department. My responsibility is to deliver the marketing schedule, creating design for both print and digital. My duties span an array of marketing outputs including adverts, direct mail, email campaigns, infographics and more. My larger responsibilities in my role have included:

- Working with our external digital marketing agency, to output our new website. I was a key member of the team from the outset, being involved in the initial brainstorming sessions, and working with their UX designer to enable the best designs for our user. I was also a key part in building most of the website and inputting content and editing/ inputting images, as well as maintaining this post launch.
- I was given the sole responsibility for delivering our brochure schedule, one of our biggest marketing spends. I managed the whole process, from the initial quotes from suppliers and purchase orders right through to the design, print and postage of the brochures.

#### **Graphic Design Intern, July 2015 - August 2016**

After my second year of university, I gained invaluable industry experience on my industrial placement. A member of the in house marketing department, my main duties included assisting the Graphic Designers with the design of: Direct Mail, Adverts, Email Campaigns, Brochures, Infographics and other in house jobs. These helped to develop my skills with the Adobe softwares. Aside from technical design skills, interpersonal skills were also developed, gaining more confidence to communicate ideas on a professional level to potentially senior members. My team working skills were only further enhanced in this role, as well as my work ethic and time management abilities.

### The Bulls Head Repton

#### **Bar Server / Waitress, August 2014 - May 2015**

Whilst working as a bar tender, my roles included providing excellent customer service, and ensuring that guests would be served efficiently and leave happy with the service provided. Working tills and making drinks during busy services, improved my patience and team working skills as I would be working in a busy and close environment.

I would love to hear from you.

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