

## PROFESSIONAL SUMMERY

With years of experience in graphic design and front-end web development, I have refined my skills to a state of excellence. From the very inception of my design journey, I recognized it as my true vocation. Over the years, I've collaborated with numerous clients, each presenting their unique set of demands and hurdles, and I've consistently met and exceeded their expectations. Transforming their ideas into captivating visuals and functional websites has been a source of immense gratification and fulfillment. I approach my work with unwavering passion and maintain a commitment to staying abreast of the latest design trends and technologies. This blend of creativity and unwavering dedication has established me as a respected and highly sought-after professional in the field.

## EDUCATION

### THE ART INSTITUTE OF ATLANTA

Bachelor of Fine Arts in Graphic Design, 2005

## AWARDS & HONORS

Best in Show, Graphic Design Associates, Art Institute of Atlanta

## SOFTWARE & SKILLS

Photoshop  
Illustrator  
InDesign  
Dreamweaver  
Premier Pro  
Office 365  
Slack  
WordPress  
HTML  
CSS  
Javascript  
Bootstrap  
Constant Contact  
MailChimp  
Basecamp  
Magnetto CE  
Kolor Autopano Pro  
SaleForce

## PROFESSIONAL EXPERIENCE

### SELF EMPLOYED

#### Graphic Designer (Freelancer)

01/2005 - PRESENT

Atlanta, GA

- Demonstrate expertise in visually communicating brand messages through web design.
- Create seamless user experiences across various devices.
- Build a diverse portfolio by collaborating with clients from different industries, gaining expertise in various design styles and techniques.
- Enjoy flexibility in work hours and project types as a freelancer.
- Stay updated with the latest design trends and software tools for delivering high-quality work.
- Cultivate strong communication and time management skills to meet client expectations and project deadlines.
- Freelancing in graphic and web design provides ample room for skill development, portfolio building, and engaging in diverse and exciting projects.

### MINUTE MAIL CONSULTING

#### Graphic Designer (Contract - Remote)

09/2020 - 11/2022

Dacula, GA

- Prepare, assemble, and manage layout for prepress commercial printers, incorporating images, copy, and illustrative material.
- Design custom print mail using InDesign, ensuring brand alignment with political campaigns.
- Assist in custom logo design, motion graphics, and digital/linear signage for political campaigns.
- Maintain precise customer files in line with production workflow.
- Ensure proofing and template consistency according to company procedures.
- Edit photos, typography, and oversee print production. Independently see projects through to completion.

### ACITYDISCOUNT

#### Web Developer / Graphic Designer

07/2018 - 06/2019

Norcross, GA

- Designed email marketing tool from Photoshop, construct HTML and transferring the code to Constant Contact.
- Developed homepage banners for the e-commerce store.
- Collaborated with the Marketing Department to design digital and print marketing material.
- Collaborated with the IT department to execute graphic elements for system tools.
- Monitored and enhance tools on our web site to improve user experience and sales conversion.
- Reconstruct the website utilizing Bootstrap to unlock its potential for seamless e-commerce functionality, ensuring an optimal user experience across all screen sizes.

### ATLANTA DESIGN GROUP

#### Web / Graphic Designer

11/2017 - 07/2018

Norcross, GA

- Developed websites and brands using WordPress.
- Prepared layouts for printing by marking up, pasting, and assembling in Adobe InDesign.
- Created charts, graphs, and illustrations using Adobe Illustrator.
- Designed new concepts, layouts, and branding for clients.
- Produced digital and print media within company guidelines and deadlines.
- Set up digital displays for store entrances to enhance customer engagement.
- Reviewed and suggested improvements for final layouts.

### TAMRA WADE AND PARTNERS

#### Graphic Designer / Marketing Specialist

07/2017 - 11/2017

Buford, GA

- Created designs and sample layouts with a focus on layout principles and aesthetic design concepts.
- Determined size, arrangement, and type selection for illustrative material and copy.
- Designed graphics and layouts for product illustrations, logos, and websites. Researched and planned presentation of materials, products, or services using illustrations and photographs.
- Prepared instructions for workers assembling final layouts for printing.
- Developed and posted material for social media campaigns.
- Supported sales and marketing by managing inventory and providing marketing supplies.
- Ensured accuracy and consistency with brand guidelines in company messages and materials.

**ROMABIO****05/2012 – 10/2013, 07/2014 – 07/2017****Web / Graphic Designer****Atlanta, GA**

- Developed WordPress websites, brochures, business cards, and managed email and server setups.
- Designed labels for various sizes of paint buckets, along with a comprehensive color deck spanning over 150 pages.
- Conceptualized and illustrated all UI elements, icons, and color schemes using Adobe Illustrator.
- Created custom pages with Advanced Custom Field in WordPress for user-friendly content input.
- Installed and configured Windows-based desktops and facilitated Microsoft Exchange Email setup.
- Edited instructional videos for various projects and uploading them to YouTube.
- Orchestrated in-store display design and layout.
- Conducted research and implemented Google Analytics setup and tracking within WordPress.

**RENTPATH****05/2015 – 08/2015****Graphic Artist (Contract)****Atlanta, GA**

- Creating, stitching, and retouching high-resolution panoramic images for real estate properties.
- Performing photo retouching on high-resolution flat photos of apartments, townhomes, and senior living complexes.
- Converting 2D photos into immersive 3D walkthroughs for apartments, enhancing the viewing experience for potential tenants.

**RS INDUSTRIAL****12/2013 – 03/2014****Web Designer (Contract)****Buford, GA**

- Designed and developed Windows based computer design of three WordPress website. Using Cherry Framework to layout pages.
- Designed custom pages with Advanced Custom Field for easy user input layout and content in WordPress.
- Planned and sketched all UI designs, icons, and color in Illustrator.
- Ran cPanel clean up and structuring files and manual setting up SQL database for WordPress.
- Maintained and updating the look of Magneto CE store of gluearts.com.

**CAMPUS SPECIALS****05/2011 – 08/2011****Graphic Designer (Contract)****Duluth, GA**

- Crafted eye-catching coupons tailored for businesses in close proximity to colleges, aimed at attracting the student demographic with enticing offers and promotions.
- Managed the input of data for SMS messaging campaigns, ensuring timely and targeted communication with the intended audience.

**MAD DOG MAIL****01/2008 – 11/2008, 09/2009 – 06/2010****Graphic Designer****Yulee, FL**

- Design direct mail cards in a wide range of sizes for political clients, ensuring impactful mail-out ads.
- Expertly prepare print specifications for seamless production with chosen printing company.
- Develop customized websites for political clients, effectively conveying their message and values online.
- Craft engaging and user-friendly websites tailored to the specific needs and objectives of each political client, providing a compelling online platform for their campaigns.