



EDUCATION

Youngstown State University

Youngstown, OH

Bachelor of Fine Arts (December 2016)

Major: Graphic and Interactive Design

Cumulative GPA: 3.8/4.0

Lorain County Community College

Elyria, OH

Associate of Arts (December 2013)

Emphasis Area: Graphic Arts

Cumulative GPA: 3.9/4.0

TECHNICAL SKILLS

Digital Photography

Adobe Creative Suite

Photoshop, Illustrator, Lightroom

Acrobat, InDesign & XD

Microsoft Office

Word, Excel, Outlook, PowerPoint, Planner,

Teams & SharePoint

Content Management Systems (CMS)

Wordpress, Joomla, Magento & Drupal

UI Prototyping Programs

InVision & Prototyping on Paper/Marvel

eLearning Platform

Articulate 360 - Storyline 360

Operating Systems

Mac OS & Windows

Other Applications

508 Compliant PDFs

Cvent

Fiery Command Workstation 5

Google Suite (Docs, Drive, Slides & Sheets)

iContact

Keynote/Pages for Mac

Lucidchart/Lucidspark

RiseVision Screensavers

Slack

SurveyMonkey

Zoom

RELEVANT EXPERIENCE

Work Experience

Graphic Designer // RIVA Solutions

McLean, VA (June 2021-present)

Working on a contract supporting the National Science Foundation (NSF) Division of Administrative Services (DAS).

- Designed print materials such as posters, flyers, brochures, org charts and tip sheets.
- Designed graphics for the News Central slides that are displayed on digital screens.
- Redesigned the current SharePoint sites with updated web graphics.
- Created PowerPoint and word document templates for meetings.
- Converted word documents into a 508 Compliant accessible PDF files.
- Used SurveyMonkey to design the background of the survey to utilize the NSF branding.

Graphic Designer // SAIC

Chantilly, VA (July 2018-June 2021)

Worked on the SAIC security team.

- Designed print materials such as posters, flyers, brochures, acronym booklet, instructional booklets, organizational charts and quarterly magazines.
- Managed SharePoint sites with adding/removing permissions, creating groups to different sites, uploading files, and redesigned each security sector SharePoint site with static web graphics.
- Used Storyline 360 for updating our annual e-learning security training that would be uploaded to a (Learning Management System (LMS).
- Created PowerPoint and word document templates for meetings.

Volunteer Experience

United Aid for Africa (UAA)

(October 2022 - December 2022)

Created print and digital materials for their annual gala event.

- Letterhead, flyers, certificates,
- Save the date announcements, email graphics, and digital newsletter.

Graphic Designer //

Equity Engineering Group (E2G)

Shaker Heights, OH (June 2017-May 2018)

Worked on a marketing team which consisted of a marketing manager and copywriters/editors.

- Designed print materials such as posters, flyers, brochures, magazines, org charts and trade show banners.
- Designed digital graphics to be posted on LinkedIn posts.
- Updated E2G wordpress website with new employee head shots and content updates.
- Took employee heads shots and photographed employee events.
- Sent out Cvent and iContact emails for upcoming webinars/conferences.
- Used RiseVision Screensavers program to update the various digital screens around the office.

Graphic Designer // PeopleKeys

Boardman, OH (April 2016-May 2017)

Worked alongside with a Design Manager to make sure my designs with cohesive and followed the PeopleKeys branding.

- Created PowerPoint and word document templates for meetings.
- Designed digital web e-commerce store product images for the PeopleKeys and Disc Insights websites.
- Coded simple HTML tables that were added to the website.
- Redesigned StudentKeys workbooks and Personality workbook covers.

Meals on Wheels Shaker Heights, Beachwood, University Heights

Shaker Heights, OH (June 2017-May 2018)

A nonprofit organization that helps deliver prepared meals to those in need.

- Created print materials such as posters, flyers, table tents, newsletters, stickers and way finding signage.
- Took photos at volunteer events.
- Redesigned their wordpress website with new branding and web graphics.