

First Name Last Name

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OBJECTIVE

A _____ position utilizing my _____, _____, and _____ skills

EDUCATION

Bachelor of Fine Arts: Art Studio and Design, May 20XX

Emphasis: Design & Media Arts: Visual Communication (Graphic Design)

Northern Illinois University: DeKalb, IL GPA: 3.7 / 4.0

SOFTWARE & TECHNICAL SKILLS

Adobe Photoshop	Type Manager	InDesign	Macromedia Dreamweaver
Illustrator	HTML	Fontographer	Professional Practices
Adobe Acrobat	MS FrontPage	JavaScript	for Designers
Quark Express	Flash	Design Visualization	MS Office Suite

DESIGN EXPERIENCE

Graphic Design Intern, Radio Flyer: Chicago, IL May – July 20XX

- Created three mock-ups of packaging designs for a new product, including the selected design which is currently in use
- Designed graphics for the print material used to promote company picnic, which were delivered to approximately 200 Chicago based staff members
- Assisted creative staff at photo and video shoots to ensure details are verified
- Participated in the review and editorial process of designs

Bulletin Designer, St. John's Lutheran Church: Lombard, IL June 20XX – December 20XX

- Designed new graphics used on church website
- Created layout for the weekly 4-page bulletin

RELATED EXPERIENCE

Lab Attendant, NIU Multimedia and Music Computer Lab: DeKalb, IL August 20XX – Present

- Provide assistance to students in MAC and PC platforms with standard and specialized software packages
- Utilize Lynda.com online learning platform to enhance skill level at various computer programs, including design program, and pass on knowledge to peers

Active Member, NIU Art Club: DeKalb, IL November 20XX – October 20XX

- Collaborated with other art students to create a multi-media piece to be revealed during homecoming in the Barsema Alumni Center
- Provided creative feedback to peers and sought advice from other artist in collaborative work environment

ADDITIONAL WORK HISTORY

Server/Trainer, Ruby Tuesday: DeKalb, IL June 20XX-Present

- Trained 12 new team members on the policies and procedures of the restaurant
- Developed strong time management and customer service skills, effectively managing 6 tables at once