**ANITA JOB**

612.123.4567 [anitajob@gmail.com](mailto:anitajob@gmail.com) anitajob.com

**EDUCATION**

**Minneapolis College of Art and Design**, Minneapolis, MN May 2024

*Bachelor of Fine Arts in Graphic Design*

*Minor in Advertising*

GPA: 3.75

**SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| *Design*   * Conceptualization/Ideation * File Management * Layouts * Logo Design | * Mock-Ups * Photo Editing/Image Manipulation * Prepress * Publication Design (Print/Digital) | *Software*   * Acrobat * Bridge * Illustrator * InDesign | * Lightroom * MS Office Suite * Photoshop |

**EXPERIENCE**

**Freelance Art Studio**, Minneapolis, MN Aug. 2023-Present

*Independent Designer*

* Utilize Photoshop, Illustrator, and InDesign to ideate and design original graphics for inclusion in clients’ print and digital product launch advertisements

**Mad Designs**, St. Paul, MN Oct. 2022-Present

*Graphic Design Assistant*

* Design logos for usage in marketing materials and on company letterheads and signage
* Assist lead designer with the creation of full color covers for print magazine issues
* Create effective page layouts, efficiently performing all prepress tasks to ensure all files are print-ready prior to project deadlines
* Digitally edit photos and manipulate images within Photoshop, InDesign, and Illustrator

**Signs Plus**, Minneapolis, MN Feb. 2020-Oct.2022

*Customer Service/Production Assistant*

* Collaborated with Customer Service and Production teammates to assist customers with copy and sign needs, consistently exceeding customer expectations
* Designed fresh, innovative graphics for customers, ensuring all deliverables aligned with client specifications

**EXHIBITIONS**

**Gallery 322 Collaborative**, Minneapolis, MN Apr.-Aug. 2023

*Emerging Talent: Digital Artists of Today*

**Full Frame Gallery**, Minneapolis, MN Dec. 2022

*Anita Job: Introductions*

**ADDITIONAL EMPLOYMENT**

**Java Cup**, Richfield, MN Jan. 2019-Feb. 2020

*Barista*