

industry experience

CBRE

Senior Graphic Designer

Chicago, IL
04/16 - Present

- Design property marketing materials including brochures, flyers, HTML email campaigns, offering memorandums, interactive PDFs, presentations, signage and more for the entire Midwest region
- Develop fully custom branded materials for office, retail and industrial properties for both sales and leasing
- Code HTML campaigns to include live text for searchable functionality

Graphic Designer

03/15 - 04/16

- Design business development pitchbooks, proposals and presentations for all business lines
- Design property marketing materials such as custom branding campaigns, brochures, eblasts, interactive PDFs and iPad presentations, from concept to production
- Work within CBRE corporate branding to develop custom report templates, postcards, invitations and advertisements

CBRE/NEW ENGLAND

Graphic Designer

Boston, MA
10/12 - 02/15

- Solely handled all of the design needs for four brokerage teams
- Designed property marketing and communication materials, in line with corporate branding
- Designed pieces including, but not limited to: brochures, presentations, proposals, custom branding, event materials, wall graphics and signage, aerials and maps
- Project-managed collateral from concept to production

ENTANGLED PUBLISHING

Freelance Designer

06/12 - 08/15

- Create branding for Bliss, Crush and Crave imprints, including logo design, online advertisements and social media
- Design all book covers for Bliss imprint, maintaining consistent branding throughout
- Design book covers for other imprints including Embrace, Flirt and Edge in an as-needed basis

NICHE MEDIA HOLDINGS, LLC

Promotions Designer

New York, NY
04/08 - 08/12

- Designed invitations and event collateral for elite magazine events
- Produced marketing and promotional materials such as sell sheets, advertisements, posters, newsletters, in-book promotional pages and sections for over ten magazines
- Managed all aspects of a project from concepting, design and layout, photo editing and retouching, to client interaction, print production and preflighting

GOLDBERG, FOSSA, SEID (GFS) ADVERTISING

Creative/Administrative Assistant

New York, NY
04/07 - 04/08

- Designed print ads for Patio.com and Janovic Paint & Decorating Center
- Coordinated production of print ads by creating hi-resolution PDFs and color correcting
- Managed website content development using a content management system

education

BOSTON UNIVERSITY COLLEGE OF COMMUNICATION

Bachelor of Science in Communication, Concentration in Advertising

Boston, MA
09/03 - 12/06

skills

Computer: Adobe InDesign • Adobe Photoshop • Adobe Illustrator • Adobe Digital Publishing Suite
Adobe Dreamweaver • Basic HTML • Microsoft Office Suite • Mac & Windows Platforms