

OBJECTIVE: Designer/Marketing position that allows for creative responsibility over self initiated projects as well as assignments that add to the business and productivity of the company.

EXPERIENCE

02/2008 :: 07/2008

Ferzan, Robbins & Associates LLC New York, NY

Marketing Associate, Graphic Designer

Management of company branding standards from creation to implementation for a Project Management company in New York City. Constructed the company's initial public relations plan. Responsibilities included, responding to Request for Proposals, internal collateral, managing all corporate communication projects such as advertisement submissions to various publications and program advertisements for sponsored events.

04/2006 :: 2/2008

Cushman & Wakefield Los Angeles, CA

Marketing Specialist, Graphic Designer

Managed several project accounts simultaneously. Responsible for the creation of marketing materials including, flyers, brochures, postcards, logos, HTML emailers, property websites, custom signage and newsletters. Worked with a team of designers to create and maintain corporate identity as well as uphold branding standards. Provided graphic design support for more than 300 commercial real estate brokers

10/2001 :: 4/2006

Colliers Seeley International Los Angeles, CA

Graphic Designer and Mapping Specialist

Managed several project accounts and clients simultaneously. Responsible for creation of marketing material including, flyers, brochures, postcards, logos, HTML emailers, property websites, custom signage and newsletters. Webmaster for the company intranet programming pertaining to the marketing department. Demographic and aerial mapping specialist for approximately 150 brokers in 12 separate offices. Created and initiated new procedures for requests made to the marketing department.

5/1998 :: Present

Graphics Chef Design Freelance Work

Graphic & Web Designer

Client List:

California Governor's Council on Physical Fitness
Jacalyn Nicole Designs
Society of Industrial and Office Realtors, Los Angeles
Sharp Commercial Inc.
Sussex Capital Group
Verdouw & Associates
Zelman Development Company

Work Done:

Stationary, Poster
Logo, Website
Website
Logo, Flyers, Web
Property Postcards
Marketing Tri-fold & Business Cards
Property Flyers Inserts

SKILLS

Expert level in industry standard applications including: Adobe Illustrator, Photoshop, InDesign, PageMaker, Acrobat, Dreamweaver, and QuarkXpress

Proficient in all Microsoft Office applications in both Windows and Macintosh operating systems.

EDUCATION

9/2002 Brooks College, Honors, Long Beach, CA

Multimedia Design