

Rose Loedley
258 Hill St #3
Manchester, Iowa 52001
563-555-7839

Experience

Design Assistant – Rio Publishing Company, May 2006 to Present

- Produced graphic sketches, designs, and copy layouts for print and online content
- Determined size and arrangement of illustrative material and copy
- Consulted on design and layout of six complete educational products
- Communicated with clients regarding design changes
- Provided drafts for reviewers and coordinated feedback process

Website Intern – East Central Intergovernmental Association, August 2005 to May 2006

- Researched competitor sites and marketing methods
- Designed and created content for four facets of the organization as well as a newly created program
- Communicated effectively with department directors, city clerks and other members of local government
- Designed web content and flyers to promote sites

Education

Clarke College, Dubuque, Iowa
Bachelor of Arts, Graphic Design
May 2006

Skills

Proficient in Microsoft Office Programs, Excel, PowerPoint, Internet, Adobe Photoshop, Illustrator, InDesign, ImageReady and Dreamweaver as a web editor

Community Involvement

Communication Coordinator, Downtown Neighborhood Association: assisted with flyer and newsletter design, and event planning

Big Sister, Big Brothers-Big Sisters of the Tri-States

References

Chandra Shakar
Textbook Author
Rio Publishing Company
555-867-5309

Herman Gonzalez
Development Coordinator
East Central Intergovernmental Association
563-568-2947