



### **EDUCATION:**

Bachelor of Arts  
Major: Graphic Design, Minor: Business  
Stonehill College Easton, MA

### **RELEVANT COURSEWORK:**

Graphic Design Foundations, Digital Imaging, Typography, Type and Image, Motion Graphics, Package Design, Web Site Design, Portfolio, Advanced Studies of Graphic Design, Advertising Design, Publication, Marketing Principles, Financial Accounting, Managerial Accounting, Corporate Finance, Business Ethics, Legal Environment of Business

### **SOFTWARE FLUENCY:**

Adobe Creative Suite:  
Illustrator, InDesign, After Effects, Photoshop, Dreamweaver, Muse (HTML/CSS)

Microsoft Suite:  
Outlook, Excel, Word, Powerpoint

### **WORK EXPERIENCE:**

#### **RI Manufacturers Association: Program-Specialist**

*May 2015 – August 2016*

- Created collateral for meetings and expos. Tri-fold pamphlets, brochures, business cards.
- Assisted and helped orchestrate The Manufacturers Association Expo and Manufacturing Symposium
- Designed and updated company website
- Coordinated with manufacturing companies through meetings and conference calls establishing relationships

#### **Narragansett Bay Insurance Company: Program Tester-Policy Processing**

*July 2015 – August 2015, June 2017 – August 2017*

- Worked on debugging new programs for company-wide use
- Made valuable contributions to company meetings regarding new programs
- Create reports finalizing updates with managers regarding needed fixes
- Work with partnered company to discuss update plans with each new iteration

#### **Sodexo Dining Services: Cashier and General Worker**

*August 2015 – April 2018*

- Worked with fellow employees on the food lines making sure they were organized, clean, and prepared
- Established relationships with customers, always treating them kindly and respectfully

### **COLLEGIATE ACTIVITIES:**

Stonehill AIGA Treasurer (American Institute of Graphic Arts)  
InHouse Design (Stonehill College)