

ALYSSA DILLON

CONTACT	EXPERIENCE
<p>T: 412•489•2900</p> <p>E: DillonAK1@gmail.com</p> <p>W: alyssadillon.com</p>	<p>Mar. 2019–Present SENIOR GRAPHIC DESIGNER // EAB</p> <p>May 2017–Mar. 2019 GRAPHIC DESIGNER Washington, DC</p> <p>Design Strategies + Solutions is an in-house design department for EAB. In partnership with our colleagues across the firm, DSS is the destination for quality, creative, innovative solutions delivered in a timely manner. My responsibilities include:</p> <ul style="list-style-type: none">• Create high end-printed and digital materials (web design, digital ads, brochures, invitations, publications, etc.) and custom artwork• Strategize new creative initiatives that link departments, as well as further the overall business initiatives• Interpret and present complicated concepts in an appealing and clear manner through infographics and data visualization• Serve as a mentor and role model for junior designers• Coordinate the day-to-day production and design of projects with in-house clients and team members• Collaborate closely and creatively with internal clients on the design of graphics and layouts
<p>EDUCATION</p>	
<p>GROVE CITY COLLEGE, 2011–2015</p> <p>B.A with Honors in Communications Studies Minor in Entrepreneurship</p>	
<p>SKILLS</p>	<p>July 2015–May 2017 JR. GRAPHIC DESIGNER & PHOTOGRAPHER // CHESHIRE ACADEMY Cheshire, CT</p> <ul style="list-style-type: none">• Designed for all company channels, including social media, email marketing, the website and a variety of print publications• Championed the design and branding of the redesigned magazine, “1794, The Magazine of Cheshire Academy”• Assisted in developing and maintaining the overall brand of the school, as well as leading the art direction for photography and related projects• Worked with multiple departments to strategically cultivate design and photography campaigns
<p>PROFICIENT IN</p> <ul style="list-style-type: none">• Adobe Creative Suite (Photoshop, InDesign, Illustrator)• Print and Digital Design• UI/UX Design• Digital Campaigns• Branding• Experiential Design• Photography	<p>Mar. 2016–Oct. 2017 BRAND & GRAPHIC DESIGN COORDINATOR // AISAP Madison, CT</p> <ul style="list-style-type: none">• Evaluated and audited current communications efforts, including but not limited to social media use, email marketing, design pieces, web design and overall company brand• Created the branding materials for the company conference including: logo, program booklet, signs, postcards, and banners• Developed a relationship with a print vendor, and utilized my expertise with print publishing throughout the company• Implemented strategic print material and brand guide
<p>FAMILIAR WITH</p> <ul style="list-style-type: none">• Windows and Mac OS• Wordpress/Squarespace• Microsoft Office Suite• Video Editing and Production• HTML/CSS• Email Marketing• Motion Graphics	<p>June 2014–Aug. 2014 CLIENT RELATIONS INTERN // MIND OVER MEDIA Pittsburgh, PA</p> <ul style="list-style-type: none">• Evaluated client needs and strategically processed the most effective solutions for each scenario• Maintained a company brand appearance through all communication and marketing efforts• Assisted in planning and production of several college annual reports and video shoots, as well as created production estimates
<p>ADDITIONAL SKILLS</p> <ul style="list-style-type: none">• Project Management• Adaptability• Teamwork• Problem-Solving	