

## EXECUTIVE SUMMARY

Trilingual. Competences on the administration, marketing and coordination of special events. Proficiency on graphic and web design for over seven years, specially with an in-depth knowledge of Photoshop, Illustrator, After Effects, InDesign, Acrobat, and various CMS. Good knowledge of Microsoft Word, Power-Point and Excel. Comfortable using MAC, Windows, and Linux platforms. Well-rounded professional with excellent organizational and interpersonal skills and a drive for success.

## WORK EXPERIENCE

Graphic Designer and Web Developer

Gatineau, Qc, Canada. 2007-present

Freelance [izstudio.info/portfolio.html](http://izstudio.info/portfolio.html)

- \* Create layout and cover designs for agendas, magazines, posters, calendars, postcards, etc.
- \* Create logos and corporate identities for individuals and companies
- \* Correct, retouch, edit, merge, and add special effects to photographs
- \* Create the publicity for universities and communities' events
- \* Create webzines and online presence websites for artists
- \* Design and program transactional websites
- \* Create websites with liquid layouts and/or mobile versions
- \* Create and maintain corporate websites with complex databases
- \* Create short videos and animations
- \* Conceptualize games (Flash, Illustrator, Cinema 4D, 3D Max)
- \* Software used : Photoshop, Gimp, Final Cut, AfterFX, Illustrator, InDesign, Wordpress, Drupal, MySQL

Sales Associate

Gatineau, Qc, Canada. 2014-present

Viceversa – Custom-furniture store

- \* Guide clients through the different styles and options of furniture and decorations
- \* Communicate with suppliers, clients, and other companies to assure an optimal service
- \* Manage and organize files; bills, orders, reports, and memos
- \* Process transactions

Creative Director, Coordinator, Artists' Representative

Gatineau, Qc, Canada. 2014

AET – Gallery, Workshop, and Art Boutique (summer project)

- \* Organize gatherings, workshops, expositions
- \* Develop the image of the company
- \* Create stationary products and websites for artists
- \* Software used : Photoshop, Illustrator, InDesign, Bootstrap, Ecart
- \* Hardware used: Sharp MX-M283N

Graphic and Web Designer

Gatineau, Qc, Canada. 2011-2013

Aupel – Printing Company

- \* Create graphics and layouts for agendas and school products
- \* Assist in the printing and finishing of products and the creation of plates
- \* Prepare web-optimized PDF fillable and interactive documents for emailing to clients
- \* Create printed and online marketing forms for the sales staff with security passwords and permissions
- \* Create and optimize images, photos and videos for fast view online
- \* Code, design, and maintain websites for the promotion, quote and sales of printing and binding services
- \* Software used : Photoshop, Illustrator, InDesign, HTML, CSS, PHP, Ajax, Javascript, Drupal, MySQL
- \* Hardware used : Konica Minolta Fiery 7000

## WORK EXPERIENCE (CONT.)

Sales Associate

Gatineau, Qc, Canada. 2011

Hudson's Bay – Department store company

- \* Engage and interact with customers to discover their needs and wants.
- \* Offer complementary products, varieties, and options.
- \* Promote the company's credit and loyalty programs
- \* Process transactions

Photographer, Videographer, Advertising Agent

London , On, Canada. 2007-2011

Department of Modern Languages & Literatures – UWO

- \* Cover conferences; recording events, making interviews, taking photos
- \* Develop publicity for art events
- \* Edit raw photographs for printing as well as for fast web view
- \* Edit, optimize, and add special effects to videos
- \* Update the university website
- \* Assist in the creation and maintenance of various small club websites
- \* Software used : Photoshop, Final Cut, Illustrator, InDesign, Premiere
- \* Hardware used: Nikon D7000, Canon EOS 5D, Canon GL2

Animation and Flash Programmer

London, On, Canada. 2009

Continuing Studies Department – Fanshawe College

- \* Create an interactive and resourceful educational website
- \* Assist in the creation of small applications as learning tools
- \* Use charts and tables to represent and correlate information on audiences, learning curves and thematic
- \* Software used : Flash scripts, Power-Point, Excel, Word

Web designer, and Literary Editor

London, On, Canada. 2006-2009

Freelance

- \* Design websites and webzines with content management systems, forums, and social networks
- \* Review and proof read documents for publication
- \* Document and photograph university and community events
- \* Edit journalistic videos
- \* Software used : HTML, CSS, Javascript, Dreamweaver, Wordpress, iMovie, Premiere
- \* Hardware used: Nikon D5200, Sony HandyCam HDV

Event Coordinator Assistant (volunteer)

Ottawa, On, Canada. 2005-2006

University of Ottawa, various

- \* Assist in the administration, budgeting, canvassing of sponsors, and coverage of events
- \* Schedule meetings and book meeting rooms

Public Relations Agent

Milan, Italy. 2004

Fiori Oscuri

- \* Assist in the promotion of events, publicity, procurement of VIP personalities
- \* Be in charge of the overall presentation of catering and themed decorations

## EDUCATION

Degree in Multimedia Design and Production.

Fanshawe College

London, Ontario, Canada. 2010

\*President's Honour Roll for two consecutive years.

\*Recognition from the City of London and the Government of Canada for Innovative Game Development

BA in Social Sciences (Anthropology, Psychology, Sociology)

University of Ottawa

Ottawa, Ontario, Canada. 2007

Minor in Visual Arts

University of Western Ontario

London, Ontario, Canada. 2007

Certificate on Engineering Fundamentals (Physics, Chemistry, Architecture, Computer Science)

La Salle, Mexico City, Mexico. 2002

\*Award for top academic standing

## SKILLS

### Language Skills

- English 100%
- Spanish 100%
- French 80%
- Italian 60%
- Willing to learn other languages upon request

### Interpersonal Skills

- Creative
- Proactive
- Visionary
- Self motivated
- Organized

### Technical Skills

- Office Tools: Adobe Acrobat Pro, Word, Power Point, Excel
- Design Tools: Photoshop, Illustrator, InDesign, Gimp, Cinema 4D, 3D Max
- Animation/Video Tools: Flash, AfterFX, iMovie, Final Cut Pro, Premiere
- Web Tools: Dreamweaver, Drupal, Wordpress, Web Builder, MySQL, CSS, HTML, PHP, JQuery
- Operative Systems: Windows, MAC, Linux