



# Olivia Jones

Graphic Designer

Passionate and creative Graphic Designer with over 6 years of experience in the advertising and marketing industry, actively seeking a new role within an innovative organization. I specialize in creating visually compelling designs that elevate brand identity and engage target audiences. With a proven track record of working successfully with both in-house creative teams and as a freelance designer, I have developed a robust portfolio showcasing a wide range of skills from conceptual design to final production. My expertise encompasses digital and print media, including branding, advertising campaigns, social media content, and corporate collateral. Known for my creativity, attention to detail, and ability to meet tight deadlines, I am committed to delivering designs that not only meet but exceed client expectations.

## TECHNICAL SKILLS & CORE COMPETENCIES

Adobe (Illustrator, InDesign, Photoshop, and Acrobat) • Microsoft Office Suite (Word, Excel, and PowerPoint)  
Project Management • Communication • Time Management • Adaptability • Optimistic Problem-Solving

## PROFESSIONAL EXPERIENCE

### Pinnacle Marketing & Advertising | Remote

JAN 2019 — PRESENT

- Collaborate with creative teams to brainstorm and conceptualize innovative advertising concepts that effectively engage target audiences.
- Utilize a wide range of graphic design software, including Adobe Creative Suite (Photoshop, Illustrator, and InDesign), to create compelling visual content.
- Manage and deliver multiple projects under tight deadlines, consistently exceeding client expectations for quality and timeliness.
- Conduct market research to stay ahead of design trends, ensuring that all creative outputs are fresh and relevant.
- Work closely with the production team to ensure accurate and efficient execution of design for print and digital media.
- Develop and maintain strong client relationships, providing regular updates and incorporating feedback to ensure the final product meets or exceeds expectations.

### Freeman | McCook, IL

JUL 2018 — OCT 2018

- Developed brand experiences for high-profile clients, including Microsoft, the American Academy of Facial Plastic & Reconstructive Surgery (AAFPRS), and Visit Austin.
- Oversaw a diverse range of tasks and challenges, from conceptualization to execution, ensuring each project aligned with client visions and expectations.
- Engaged in continuous meetings and discussions with sales accountants and other team members to collaboratively address client needs and navigate budgetary constraints.
- Conduct market research to stay ahead of design trends, ensuring that all creative outputs are fresh and relevant.
- Independently handled the layout of graphic production orders, crafting signage and miscellaneous structures based on client-provided artwork/show looks to enhance brand visibility and impact.

## EDUCATION

### DePaul University | Chicago, IL

B.F.A Graphic Design

AUG 2016 — MAY 2018

Graduated Cum Laude