



731 Tullamore Way Hampton, Ga 30228 – (770) 714-1308 designsbysoup@gmail.com

### Objective:

*To obtain a position as a Graphic Artist with a company that is looking for a hard working, self motivated worker who learns quickly and is team oriented.*

### Skill Summary:

- ◆ Graphic Design
- ◆ Adobe Photoshop
- ◆ Adobe Illustrator
- ◆ Corel Draw
- ◆ Flash(Action 3.0)
- ◆ (X)HTML/CSS
- ◆ Customer Service
- ◆ Scheduling
- ◆ Marketing & Sales
- ◆ Business Management
- ◆ Silk Screen Printing
- ◆ Logo/Brand Design
- ◆ Commercial/Advertisement Design

### Professional Experience:

#### FREELANCE GRAPHIC DESIGN/SILKS SCREEN PRINTING

- ◆ Prepare and reproduce graphic artwork for clients.
- ◆ Specialize in logo design, commercial advertisement, t-shirt and apparel design (silk screening).
- ◆ Rapidly learn and master varied graphic computer programs; Attending Art Institute Online to further graphic design and web building skills (X) HTML/CSS.

#### CUSTOMER SERVICE/ACCOUNT MANAGEMENT

- ◆ **Managed wireless accounts for companies who wholesale wireless services from Bellsouth/AT&T:**
  - Organized account accounts, made sure account were up to date and billing correctly. Also provided collection services once accounts were current.
  - While working for Bellsouth I received training and certified Microsoft Excel and Office Suites.
- ◆ **Monitored Bank of America Business and personal accounts for fraud:**
  - Was awarded Top Performer 10 of 12 months in 2008 and receiving top performer monetary incentives.
  - Was recognized quarterly for exemplary customer service

#### SMALL BUSINESS OWNER

- ◆ **SHADETREE WORLD INC.**
  - Managed and owned Clothing Store located in New Orleans, La 1998-2000.
  - Designed and created logo, t-shirt, cap and pants designs sold in store.
  - Finances: accounts payable/receivable, invoicing, insurance billing, budgeting.

## Employment:

BANK OF AMERICA. – Tucker, Ga

Fraud Analyst II/Customer Service Rep/Account Manager, 03/2006 to 2/2009

RBC COMUNICATIONS – Tucker, Ga

Satellite Installation Tech/Trainer, 03/2001 to 11/2005

BELLSOUTH COMMUNICATIONS – TUCKER, GA

Customer Service Rep/Account management – 02/2001 to 3/2003

## Education:

ART INSTITUTE OF PITTSBURGH ONLINE – Pittsburgh, Pa

Web Design & Interactive Media - Started: January 2010      GPA: 3.75/4.0

(15 Month Diploma Program.)

Completion date 05/2011

DILLARD UNIVERSITY – New Orleans, La

Bachelor Degree in Fine Arts, 1997

GPA: 3.3/4.0