

Julie Elwood
GRAPHIC DESIGNER



RESUME & LETTERHEAD

Style Guide

Julie Elwood
GRAPHIC DESIGNER



RESUME & LETTERHEAD

Initial Stage



Julie Elwood

GRAPHIC DESIGNER

Summary

DILIGENT, PRODUCTIVE, VISUAL-ORIENTED GRAPHIC AND MEDIA DESIGN MAJOR WITH EXTENSIVE EXPOSURE TO CONTENT AND WEB DESIGN, AS WELL AS THE CREATION AND MANAGEMENT OF PRINTS ON LARGE SCALE PLOTS AND STANDARD MACHINES. PRONOUNCED WRITTEN AND ORAL SKILLS, IN WHICH HAVE BECOME VITAL IN VARIOUS SOLUTION-BUILDING TEAMS INSIDE AND OUTSIDE OF THE CLASSROOM TO COMPLETE PROJECTS WITH EXCELLENT COMMUNICATION.

Work Experience

PLOTTER ROOM TECHNICIAN JANUARY 2020 - PRESENT

SUNY ALFRED STATE COLLEGE OF TECHNOLOGY, ALFRED, NY

OPERATES SEVERAL STANDARD/WIDE-FORMAT PRINTERS TO CREATE AND RELEASE ACADEMIC PROJECTS FOR FELLOW STUDENTS, SUCH AS IMPORTANT DOCUMENTS, ARCHITECTURE BOARDS, AND POSTERS. KNOWLEDGEABLE IN PRINTER MAINTENANCE AND UNDERSTANDS HOW TO DIAGNOSE AND RECTIFY PROBLEMS SUCH AS CHANGING PAPER ROLLS, FIXING JAMS, AND REPLACING INK CARTRIDGES OR TONER.

GRAPHIC DESIGNER JULY 2014 - MARCH 2020

HEARTS UNITED AGAINST CANCER, GLASSBORO, NJ

DESIGNED BRAND LOGO AND PROMOTIONAL ITEMS, SUCH AS FLYERS, BANNERS, OR PRESENTATIONS. CONCEIVED AND DISTRIBUTED CARE BUNDLES TO CANCER PATIENTS FREE OF CHARGE. DESIGNED INFORMATIONAL PACKETS CONCERNING THOSE BUNDLES. FACILITATED GALAS AND FUNDRAISING EVENTS, IN WHICH PROPER ACCOMMODATIONS FOR GUESTS WERE MADE.

PRINT ASSOCIATE APRIL 2018 - AUGUST 2019

STAPLES, TURNERSVILLE, NJ

UTILIZED VARIOUS STANDARD/WIDE-FORMAT PRINTERS AND FINISHING MACHINES FOR SEVERAL PRINT PRODUCTS. CUSTOMIZED AND/OR RENOVATED FLYERS, BUSINESS CARDS, ETC. FOR CLIENTELE. COLLABORATED IN A TEAM OF ASSOCIATES AND PERFORMED INDIVIDUALLY TO COMPLETE ORDERS FOR CUSTOMERS.

Education

BS IN GRAPHIC & MEDIA DESIGN AUGUST 2018 - PRESENT

SUNY ALFRED STATE COLLEGE OF TECHNOLOGY, ALFRED, NY

CURRENTLY ENROLLED IN THE BACHELORETTE PROGRAM OF GRAPHIC AND MEDIA DESIGN, WITH INTENDED GRADUATION DATE OF MAY 2022. 4.0 GPA FOR ALL COMPLETED SEMESTERS. MEMBER OF SUNY ALFRED STATE COLLEGE'S CHAPTER OF THE NATIONAL SOCIETY OF LEADERSHIP AND SUCCESS.

Skills

EXPERTISE IN A LARGE PERCENTAGE OF THE **ADOBE CREATIVE SUITE**, SUCH AS **PHOTOSHOP** AND **ILLUSTRATOR**.

EXPERIENCE WITH **WEB DESIGN AND LAYOUT**, WITH PROFICIENCY IN **HTML** AND **CSS** CODING LANGUAGES.

CERTIFIED IN **MICROSOFT WORD**, **POWERPOINT**, AND **EXCEL** APPLICATIONS.

WELL-VERSED WITH THE LIFE CYCLE OF **POSTERS**, **GRAPHICS**, AND **LOGOS**, FROM **CONCEPT** TO **FINAL PRINT**.

HAS EXPOSURE TO **CUSTOMER SERVICE** AND **DELEGATING STRATEGIES** TO MEET THEIR SPECIFIC GOALS.

Portfolio

JNELWOOD.WORDPRESS.COM

Contact Information

ELWOODJN@ALFREDSTATE.EDU

JULELWOOD@GMAIL.COM

(856) 723-3992

Letter from:

JULIE ELWOOD

10 UPPER COLLEGE DR
ALFRED, NY 14802

(000) 000-0000

JULELWOOD@GMAIL.COM

Letter To:

FULL NAME, POSITION

COMPANY NAME

STREET ADDRESS
TOWN, STATE, ZIP

EMAIL ADDRESS

JULIE

DATE / MONTH / YEAR

Dear Full Name,

LOREM IPSUM DOLOR SIT AMET, CONSECTETUR ADIPISCING ELIT, SED DO EIUSSMOD TEMPOR INCIDIDUNT UT LABORE ET DOLORE MAGNA ALIQUA. UT ENIM BLANDIT VOLUTPAT MAECENAS VOLUTPAT. ODIO EU FEUGIAT PRETIUM NIBH IPSUM CONSEQUAT. AC TINCIDUNT VITAE SEMPER QUIS LECTUS NULLA AT. BLANDIT LIBERO VOLUTPAT SED CRAS ORNARE ARCU DUI VIVAMUS ARCU. ID SEMPER RISUS IN HENDRERIT GRAVIDA RUTRUM QUISQUE. PHASELLUS EGESTAS TELLUS RUTRUM TELLUS PELLENTESQUE EU TINCIDUNT TORTOR ALIQUAM. MAURIS CURSUS MATTIS MOLESTIE A IACULIS AT ERAT PELLENTESQUE. AUCTOR URNA NUNC ID CURSUS METUS ALIQUAM ELEIFEND.

SED VIVERRA TELLUS IN HAC HABITASSE PLATEA. NULLAM AC TORTOR VITAE PURUS FAUCIBUS ORNARE. DUIS TRISTIQUE SOLLICITUDIN NIBH SIT AMET COMMODO. BIBENDUM NEQUE EGESTAS CONGUE QUISQUE EGESTAS DIAM. LAOREET ID DONEC ULTRICES TINCIDUNT ARCU NON SODALES NEQUE SODALES. LACUS LUCTUS ACCUMSAN TORTOR POSUERE AC UT CONSEQUAT. FAUCIBUS PURUS IN MASSA TEMPOR. ERAT PELLENTESQUE ADIPISCING COMMODO ELIT AT IMPERDIET DUI. ULTRICES NEQUE ORNARE AENEAN EIUSSMOD ELEMENTUM NISI. EU TURPIS EGESTAS PRETIUM AENEAN PHARETRA MAGNA AC PLACERAT VESTIBULUM.

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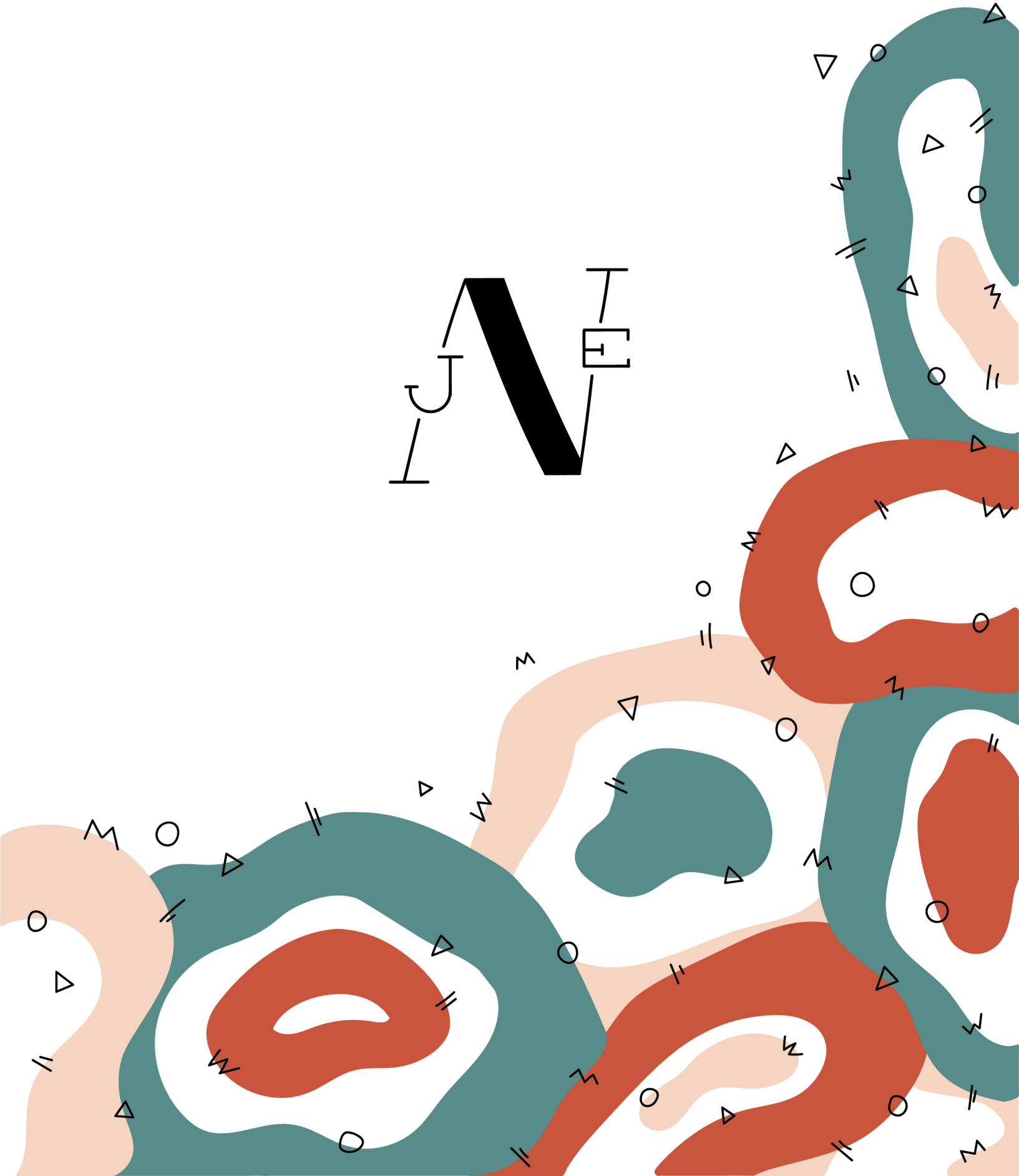
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JULIE ELWOOD

Julie Elwood

GRAPHIC DESIGNER

THE



Julie Elwood
GRAPHIC DESIGNER

JANE

RESUME & LETTERHEAD
Final Stage



Julie Elwood

GRAPHIC DESIGNER

Summary

Diligent, productive, visual-oriented **Graphic and Media Design** major with extensive knowledge of **content** and **web design**, as well as the **creation** and **management** of **prints** on **large scale plots** and **standard image runners**. Pronounced **written** and **oral** skills, which have become vital in **solution-building teams** inside and outside of the classroom to **complete projects** with **excellent communication**.

Work Experience

PLOTTER ROOM TECHNICIAN JANUARY 2020 - PRESENT

SUNY ALFRED STATE COLLEGE OF TECHNOLOGY, ALFRED, NY

Operates several **standard/wide-format printers** to create and release **academic projects** for fellow students, such as **posters, architecture boards**, and other **important documents**. Knowledgeable in **printer maintenance** and understands how to **diagnose** and **rectify** problems such as **changing paper rolls, fixing jams**, and **replacing ink cartridges or toner**.

GRAPHIC DESIGNER JULY 2014 - MARCH 2020

HEARTS UNITED AGAINST CANCER, GLASSBORO, NJ

Designed **brand logo** and **promotional items**, such as **flyers, banners**, or **presentations**. Also worked as a **volunteer**, who conceived and distributed **care bundles** to cancer patients free of charge. Created **informational packets** on the **process** and **distribution** of those **care bundles**. Designed **branding** that helped create the **theme** for several of the nonprofit's **galas** and **fundraisers**.

PRINT ASSOCIATE APRIL 2018 - AUGUST 2019

STAPLES, TURNERSVILLE, NJ

Managed **standard/wide-format printers** and **finishing machines** for several **print products**. Customized and renovated **flyers, business cards**, and other **graphics** for clientele. Collaborated in a **team of associates** and **designed individually** to complete orders for **customers**.

Education

BS IN GRAPHIC & MEDIA DESIGN AUGUST 2018 - PRESENT

SUNY ALFRED STATE COLLEGE OF TECHNOLOGY, ALFRED, NY

Currently enrolled in the **Bachelorette** program of **Graphic and Media Design**, with intended **graduation date** of **May 2022**. Overall academic **GPA** of **4.0**. Certified Member of **SUNY Alfred State College of Technology's** chapter of the **National Society of Leadership & Success**.

Skills

Expertise in a **large percentage** of the **Adobe Creative Suite**, such as **Adobe Photoshop, Illustrator, After Effects**, and **Premiere**.

Experience with **web design** and **layout**, with proficiency in **HTML** and **CSS** coding languages.

Certified in **Microsoft Word, PowerPoint**, and **Excel** applications.

Well-versed with the **life cycle** of **posters, graphics**, and **logos**, from **concept** to **final print**.

Experience in **customer service** and **problem solving** to meet **specific goals** and **needs**.

Portfolio

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Contact Information

elwoodjn@alfredstate.edu

julelwood@gmail.com

(000) 000-0000

Letter from:

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10 UPPER COLLEGE DR
ALFRED, NY 14802

(000) 000-0000

JULELWOOD@GMAIL.COM

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FULL NAME, POSITION

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STREET ADDRESS
TOWN, STATE, ZIP

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Dear Full Name,

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim blandit volutpat maecenas volutpat. Odio eu feugiat pretium nibh ipsum consequat. Ac tincidunt vitae semper quis lectus nulla at. Blandit libero volutpat sed cras ornare arcu dui vivamus arcu. Id semper risus in hendrerit gravida rutrum quisque. Phasellus egestas tellus rutrum tellus pellentesque eu tincidunt tortor aliquam. Mauris cursus mattis molestie a iaculis at erat pellentesque. Auctor urna nunc id cursus metus aliquam eleifend.

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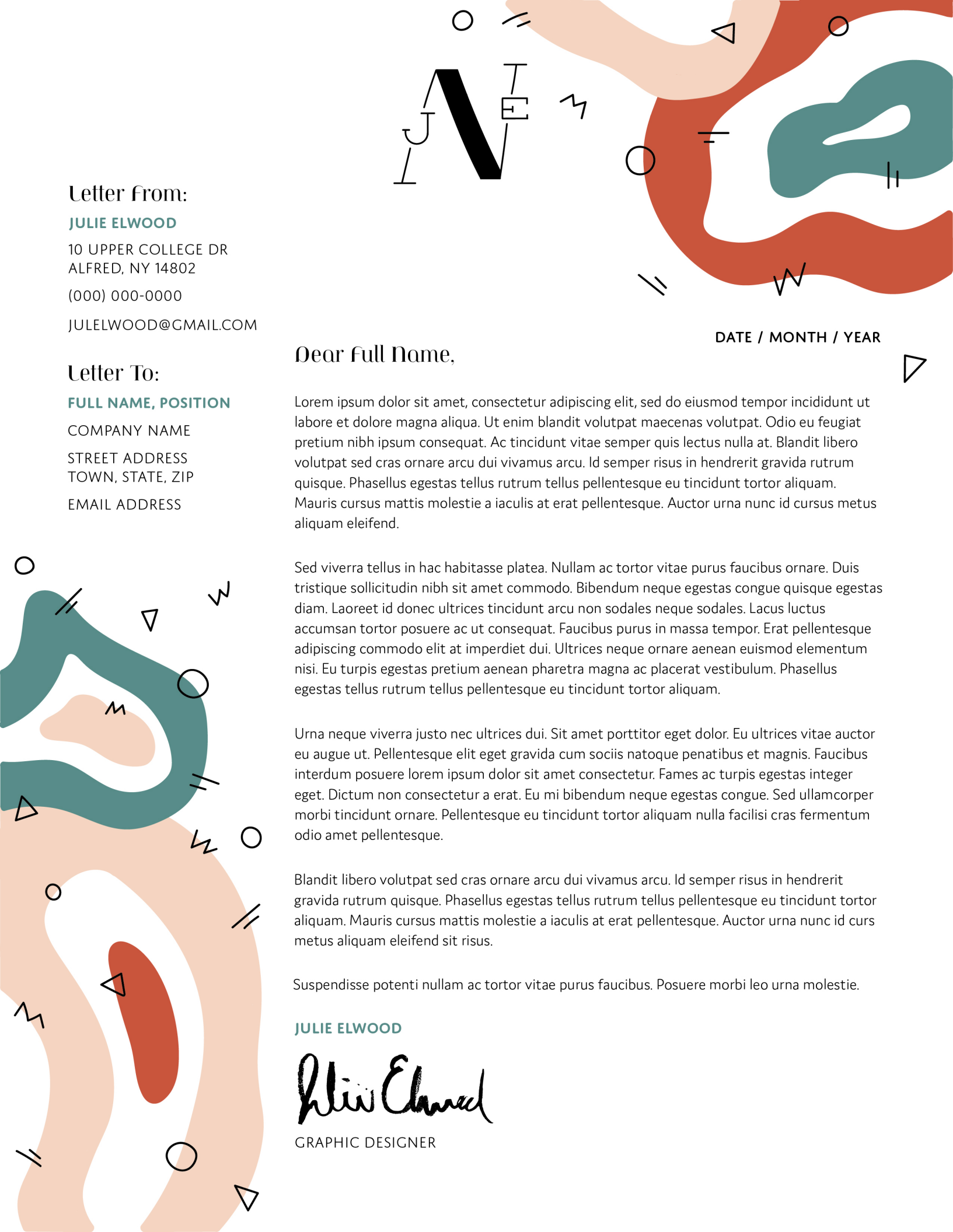
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JULIE ELWOOD

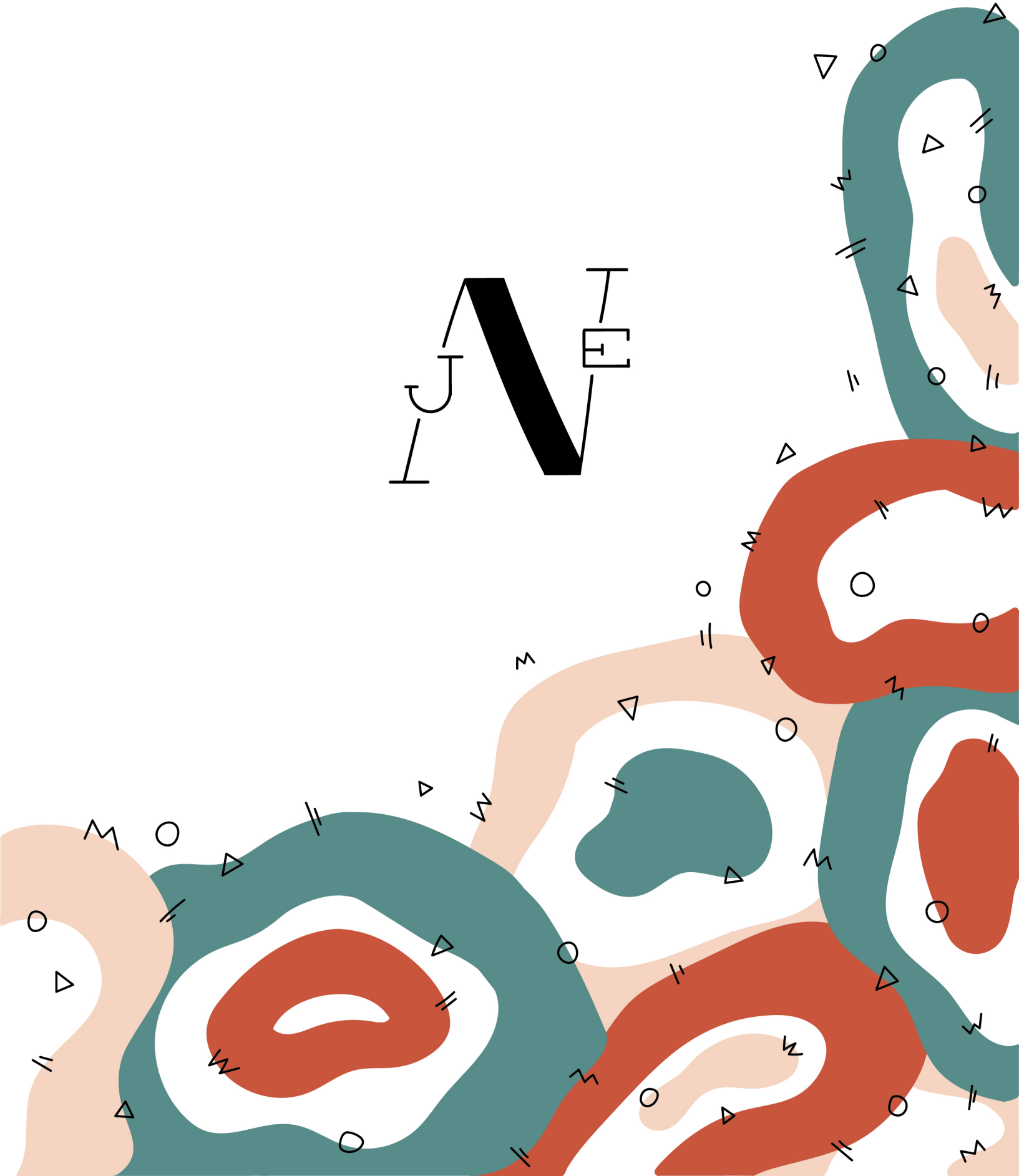


GRAPHIC DESIGNER

DATE / MONTH / YEAR



THE



Julie Elwood
GRAPHIC DESIGNER

JANE

RESUME & LETTERHEAD
Mockups

Julie Elwood

GRAPHIC DESIGNER

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Contact Information

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julelwood@gmail.com
(000) 000-0000

Letter from:
JULIE ELWOOD
10 UPPER COLLEGE DR
ALFRED, NY 14802
(800) 000-0000
JULIEWOOD@EMAIL.COM

Letter To:
FULL NAME, POSITION
COMPANY NAME
STREET ADDRESS
TOWN, STATE, ZIP
EMAIL ADDRESS

Dear full name,

LOREM IPSUM DOLOR SIT AMET, CONSECTETUR ADIPISCING ELIT, SED DO EIUSMOD TEMPOR INCIDidunt UT
LABORE ET DOLORE MAGNA ALIQUA. UT ENIM BLANDIT VOLUTPAT MAECENAS VOLTUPAT. ODIO EU FEUGAT
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metus aliquam eleifend sit risus.

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JULIE ELWOOD
Julie Elwood
GRAPHIC DESIGNER

DATE / MONTH / YEAR



Letter from:
 JULIE ELWOOD
 10 UPPER COLLEGE DR
 ALFRED, NY 14802
 (000) 000-0000
 JULELWOOD@GMAIL.COM

Letter To:
 FULL NAME, POSITION
 COMPANY NAME
 STREET ADDRESS
 TOWN, STATE, ZIP
 EMAIL ADDRESS

DATE / MONTH / YEAR

Dear Full Name,

>Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim blandit volutpat, maecenas volutpat. Odio eu feugiat volutpat sed cras ornare arcu dui vivamus arcu. Id semper risus in hendrerit tortor aliquam. Phasellus egestas tellus rutrum tellus pellentesque eu tincidunt tortor aliquam. Mauris cursus mattis molestie a iaculis at erat pellentesque. Auctor urna nunc id cursus metus aliquam eleifend.

Sed viverra tellus in hac habitasse platea. Nullam ac tortor vitae purus faucibus ornare. Duis tristique sollicitudin nibh sit amet commodo. Bibendum neque egestas congue quisque egestas diam. Laoreet id donec ultrices tincidunt arcu non sodales neque sodales. Lacus luctus accumsan tortor posuere ac ut consequat, faucibus purus in massa tempor. Erat pellentesque adipiscing commodo elit at imperdiet dui. Ultrices neque ornare aenean euismod elementum nisi. Eu turpis egestas pretium aerean pharetra magna ac placerat vestibulum. Phasellus egestas tellus rutrum tellus pellentesque eu tincidunt tortor aliquam.

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Suspendisse potenti nullam. Tortor vitae purus faucibus. Posuere morbi leo urna molestie.

JULIE ELWOOD
Julie Elwood
 GRAPHIC DESIGNER

JULIE ELWOOD
 10 UPPER COLLEGE DR
 ALFRED, NY 14802
 ELWOODJN@ALFREDSTATE.EDU
 (000) 000-0000

RECIPIENT FULL NAME
 BUSINESS NAME
 STREET ADDRESS
 CITY, STATE, ZIP CODE



Julie Elwood
 GRAPHIC DESIGNER

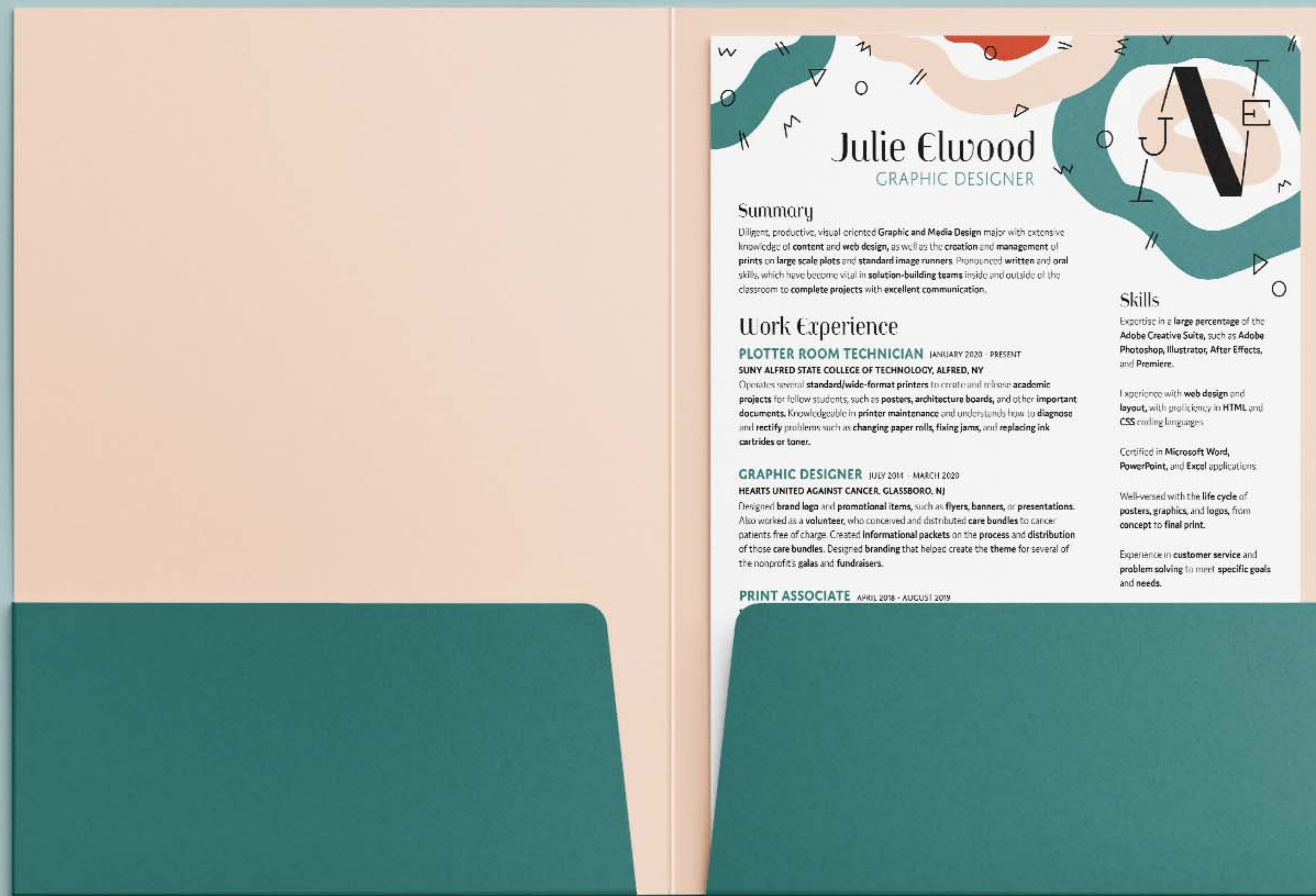
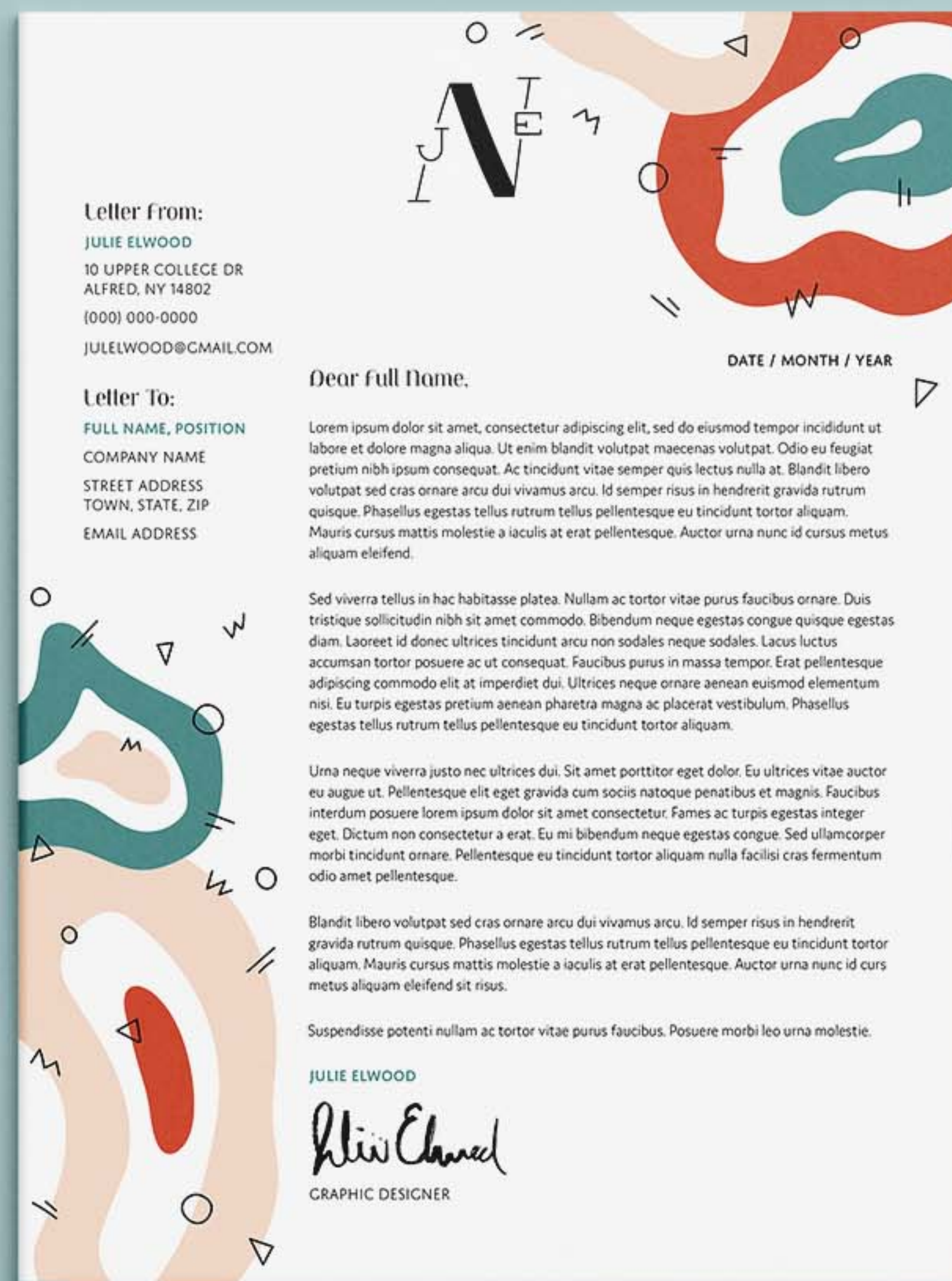
Julie Elwood
 GRAPHIC DESIGNER

JHELWOOD@ALFREDSTATE.EDU
 JULELWOOD@GMAIL.COM
 (000) 000-0000



A resume for Julie Elwood, a graphic designer. The resume is laid out on a wooden surface. It features a header with the name and logo, followed by sections for Summary, Work Experience, Education, Skills, Portfolio, and Contact Information. The work experience section includes roles like Plotter Room Technician at SUNY Alfred State College of Technology, Graphic Designer at Hearts United Against Cancer, and Print Associate at Staples. The education section mentions a BS in Graphic & Media Design from SUNY Alfred State College of Technology. The resume is styled with a clean, modern font and uses the same color palette as the business cards.





Julie Elwood
GRAPHIC DESIGNER

JANE

RESUME & LETTERHEAD

Style Guide