



Neylyn Ashley Martinez
graphic and web design

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OBJECTIVE:

A versatile Graphic Designer with video and photography experience seeking a solid job position within a company that can utilize my skill set.

EDUCATION

Bachelors of Fine Arts

Graphic and Web Design

Art Institute of Washington-Dulles

December 2014

GPA 3.3

SKILLS

Adobe Audition

Adobe Bridge

Adobe Dreamweaver

Adobe Flash

Adobe Illustrator

Adobe InDesign

Adobe Photoshop

Bilingual (English/Spanish)

Canon EOS Rebel

Microsoft Office Suite

Wacom Bamboo Capture

Wacom Bamboo Create

Wacom Intuos

EXPERIENCE

Graphic and Web Design

Freelancer

Stephens City, VA

2014 – Present

- Graphic Design: Spare Time Landscaping logo redesign and stationery, Nightmares Are Dreams Too band logo, Sleep 'N Gorg Hair Care business card design, Eye clinic logo design, SalonPassione business card design, Music event poster design for The Recast homecoming show, Pole Fitness Jane vector illustrations, Millionaire Training course vector illustrations.
- Image Manipulation & Edits: Young Guns Music Magazine picture edits and spread design, Image touch ups and editing for book author, Promotional image manipulation for The Recast band, Image manipulation for Maxx Bourne CD cover.
- Web Design: AnxietyKey.com footer design, StreetRebirth.com footer design, Page designs for MMO Web Game.

The Art Institute of Washington-Dulles

Librarian Assistant

Dulles, VA

2013 – 2015

- Managed Circulation desk procedures such as charging and discharging library materials to students and faculty
- Maintaining shelves and library computers presentable
- Aiding and guiding students to resources and materials necessary for their school work and research
- Shelving books and multimedia according to the Library of Congress referencing system
- Processing new material to be shelved and used
- Made students aware of the library rules and form of conduct policies
- Using Voyager software to charge and discharge content
- Helping students use the online catalogs and references for their research
- Assisted librarian with creating flyers and ads for upcoming school events
- Executing emergency procedures to protect library labs and materials

Vector Marketing

Assistant Manager

Winchester, VA

2013 – 2014

- Assisted Branch Manager in managing sales
- Conducted personal consultations with new clients
- Field trained new sales representatives to enhance skills and productivity
- Trained new sales representatives to increase their phone communication skills and successfully set up appointments with customers
- Attended several sales workshops, conferences and motivational seminars
- Marketed Cutco Cutlery through in home sales presentations while managing office sales

Sales Representative

2013

- Marketed Cutco Cutlery through in home sales presentations
- Generated an average of ten leads per customer and worked on a personal referral basis
- Set appointments with customers via telephone

Centurion Advanced Security Group

Photographer, Videographer, Editor

Fayetteville, NC

2009 – 2010

- Photographed and recorded the self defense lessons for record keeping and to use for ads and promotional material
- Edited both the photographs and videos to make ads and promos of the lessons for the company to use and promote their business and courses