

RIKKI VELEZ

EXPERIENCE

Graphic Designer | Self Employed | Feb 2012 - Current

- Developed creative concepts and visual solutions that met client needs and objectives using industry standard software and tools.
- Maintained open communications with clients on ongoing projects.
- Managed multiple projects simultaneously and ensured that projects were delivered on time and on budget.
- Researched and stayed up-to-date on design trends and best practices in the industry.

Graphic Designer | OhanaInk, Killeen TX | Apr 2021

- Created custom graphics for customers and set files up for print production.
- Assisted in print production work flow such as bookbinding, folding, cutting, and mounting.
- Coordinated with customers on works in progress via email until job completion.
- Gained experience in CorelDraw.


Graphic Design Intern | Junior.Golf | Mar 2017 - May 2017


- Highly recommended for the position by a previous intern.
- Demonstrated strong graphic design skills using Adobe Photoshop, Illustrator, and InDesign to create assets for email and print campaigns.
- Consistently maintained effective communication with the marketing director through Jira and Google Hangouts.


Print Production Assistant | Creative Approach | Feb - May 2012

- Worked within a print production team assisting both walk-in clients and large order clients
- Gathered hands-on experience in print production services such as photocopying, digital impress, print layout, book-binding, and large-format printing
- Became proficient in Adobe InDesign.

CONTACT

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EDUCATION

Art Institute of Austin, Austin TX | 2019

- B.F.A. Major: Graphic Design and Web

ACTIVITIES

AIA Teacher's Workshop | 2016

- Assisted lead instructor in teaching Adobe Illustrator to a group of high school teachers, providing answers to questions and clarifications when needed.

SKILLS

- Adobe Illustrator
- Adobe Photoshop
- Adobe InDesign
- Adobe Dreamweaver
- Adobe Animate
- Graphic Design
- Photo Editing
- Print Layout
- UX/UI Design