

# KOURTNEY WILL



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## EDUCATION

Georgian College, Barrie, ON

**Graphic Design, 3 Year Advanced Diploma**

- Georgian Graphic Design Association Member

## SOFTWARE SKILLS

Illustrator ● ● ● ● ● ● ●

Photoshop ● ● ● ● ● ● ●

InDesign ● ● ● ● ● ● ●

Dreamweaver ● ● ● ● ● ● ●

Muse ● ● ● ● ● ● ●

HTML ● ● ● ● ● ● ●

Microsoft Office ● ● ● ● ● ● ●

## HIGHLIGHT OF SKILLS

- Efficient in multiple design platforms including but not limited to Illustrator and InDesign.
- Intensive knowledge of creating for web, print and social media programs.
- Excellent written and verbal communication skills.
- Great organizational and time management skills.

## RELATED WORK EXPERIENCE

### Field Placement, In-house Designer

Simcoe Print Solutions, Barrie, ON Spring 2016 - Current

- Used communication skills to understand and meet clients design needs.
- Used Illustrator to create printing templates for projects received from designers or designed by myself.
- Printed, cropped and delivered client projects.

## WORK EXPERIENCE

### Cashier, Counter Clerk

Jay's Variety, Barrie, ON Spring 2016 - Current

- Maintained Company Standards, and Guidelines.
- Managed Inventory and Product which included advising management about potential Inventory issues.
- Assisted customers in finding and purchasing items.

### Sales Associate, Key Holder

Claire's, Georgian Mall, ON Spring 2015 - Fall 2015

- Performed opening and closing duties efficiently and comfortably.
- Communicated with customers to assist in their shopping needs.
- Improved sales by maintaining inventory and advising customers about store promotions

### Co-op Student, Designer

Chamber of Commerce, Listowel, ON Fall 2013 - Spring 2014

- Used communication skills to organize client appointments.
- Logged phone messages, and retrieved client information from storage for staff.
- Used multiple design platforms to create design solutions for clients and staff.