

DAWSON

ottawa, ontario

hello@dawsonadams.ca

dawsonadams.ca

SKILLS

- Bilingual (French & English)
- Computer Skills (Microsoft Office, Microsoft Word, Google Drive, Adobe Creative Suite: XD, Illustrator, Photoshop, InDesign, After Effects)
- Profficient in HTML and CSS
- Familiar with CMS platforms: Shopify, Wordpress, Wix, Squarespace, GoDaddy

EDUCATION

GRAPHIC DESIGN

September 2018–April 2021
Algonquin College

Working towards an Ontario College 3-year Advanced Diploma. Will be graduating as of April 2021.

HIGH SCHOOL DIPLOMA

June 2017 · Earl of March Secondary
Honor roll student from Grade 9-Grade 12. Graduated with Honors and the French Immersion certificate.

REFERENCES

Available upon request.

DAWSON ADAMS

GRAPHIC DESIGNER

OBJECTIVE

Experienced Graphic Design graduate looking to gain a full-time design internship.

Proficient using the full Adobe Creative Suite.

Available to start as of May 2021.

EXPERIENCE

WEB DESIGNER • Digital Main Street- FutureProof Program

January 2021–Present

Worked alongside a Transformation Team to work with local small businesses to elevate and transform their digital presence. Worked within client's existing website platforms to add new technical features and enhance their over-all layout design.

SERVER • Moxie's Classic Grill & Bar

November 2018–October 2020

Responsible for serving food and drink orders quickly and accurately. Extensive knowledge of the menu and daily features. Maintaining a clean work area and completing other daily shift side duties. Demonstrates strong teamwork and multitasking abilities.

DESIGN INTERN • Excentric Agency

May 2019–August 2019

Roles included graphic design, web design, quality assurance testing, social media planning, managing ongoing projects, organizational tasks, etc.

HOSTESS • Moxie's Classic Grill & Bar Kanata

September 2016–April 2019

Responsible for greeting and seating guests, taking reservations, training new hostesses and ensuring that the restaurant is clean. Trained to use the OpenTable seating system to make reservations, follow a seating rotation, and enter guests' information on a wait-list.