

# Simone Robinson



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(978) 968-6065

**Results-oriented graphic designer with an eye for detail. Successful at applying technical skills to create art that informs and engages viewers. Clear communicator and collaborative team player skilled in customer relations.**

## Skills

### Soft Skills

Highly competent in color, composition and typography  
Strong understanding of design principles  
Excellent work ethic  
Works well independently and as a member of a team

### Technical Skills

Adobe Illustrator  
Adobe Acrobat  
Adobe Photoshop  
Adobe XD  
Adobe InDesign  
Adobe Dimension  
Microsoft Office 365

## Accomplishments

Certificate of Merit in Graphic Design 2020, 2022  
Dean's list all semesters  
OSHA 30 hours certification

## Employment

### Village Silversmith Gloucester, MA

*Keyholder, 2019 - Present*

- Oversaw store operations, counted cash drawers and supervised staff
- Met sales targets consistently by providing excellent customer service
- Designed and maintained store displays

### Beacon Family Medicine Ipswich, MA

*Administrative Assistant, 2015-2019*

- Managed record filing system to improve document organization
- Answered multi-line phone system, routed calls, delivered messages to staff and greeted visitors
- Received and sorted incoming mail and packages to record, dispatch or distribute to correct recipients

## Education

### Salem State University Salem, MA

2022

Bachelor of Arts: Art: Concentration in Graphic Design  
Minor: Biology

### Featured projects

*Peacock Magazine*

- Created a hypothetical magazine as part of a team
- Collaborated with group to create magazine concept and develop brand identity
- Chose color scheme, created logo, designed magazine cover and 4-page spread

*Zooloo*

- Created concept for an educational children's mobile game
- Researched the status of endangered animals and incorporated information into app and posters
- Drew animal illustrations and created mock-up of mobile app

### Essex North Shore Agri. & Technical School Danvers, MA

Concentration: Design and Visual Communication