

OLIVIA AUSTERMILLER

G R A P H I C D E S I G N E R

Creating visuals to communicate ideas and messages that **inspire, inform** and **captivate**

EMPLOYMENT HISTORY

UPS Store Avon, IN, 2018 Print Specialist/Customer Service

- Interacted with clients to understand design needs, create various drafts, and finalize products, including; flyers, banners, menus, and logos
- Provided knowledge of production processes, materials, and other techniques to fit the specific printing needs of the client
- Estimated and quoted each client the cost of a specific printing project in mind

TKO Graphix Plainfield, IN, 2017 - 2018 Graphic Finisher

- Arranged and weeded graphics after the printing process with high attention to detail
- Applied premask to each graphic in order to prepare it for the client's scheduled installation
- Prepared and organized folders, packing lists, shipping manifests, and instructions for each decal job

EDUCATION

Ivy Tech Community College - Indianapolis, IN
Anticipated Graduation - May, 2019

Associate of Applied Science, Visual Communication
Magna Cum Laude, GPA 3.93

STAY CONNECTED



oliviaaustermiller@gmail.com



Olivia Austermiller



www.oliviaaustermiller.com

SKILLS SUMMARY

- Photoshop
- Illustrator
- Web Design
- InDesign
- WordPress
- HTML/CSS
- Microsoft Office

QUALIFICATIONS

- Detail-oriented with a respectable editing eye
- Outstanding proficiency in Adobe Suite
- Ability to learn and stay up to date with new software
- Strong communication skills both written and verbal
- Adapts quickly to changing dates and responsibilities
- Excellent graphic design and typography skills



PROFESSIONAL SUMMARY

Hardworking entry-level graphic designer with extraordinary creative thinking and design skills. A proficient multitasker with the ability to complete multiple design projects with efficiency and accuracy. Enthusiastic designer with strong attention to detail, ability to learn quickly, and effective communication skills. Able to work well independently or as a member of a professional graphic design team.