

ELLE

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PERSONAL DETAILS	Full name	Eleanor May Wales	Mobile	0466 634 368
	Email	eleanor.wales@gmail.com	Citizenship	Australian & British
SKILLS	Strong creative skills and attention to detail	Hardworking, will do what it takes to get a job done	Advanced skills in Adobe Photoshop, InDesign and Illustrator	
	Able to work independently in an efficient manner	Adapts well to team situations, responding and co-operating		
EDUCATION & TRAINING	University of Technology Sydney	Tertiary Education	2009/2012	
	Bachelor of Design in Visual Communications with Honors	Sub-major in Advertising		
	General Assembly	Digital Marketing Course	2019	
WORK EXPERIENCE	Graphic Designer Duties involved:	Australian News & Feature Service	APRIL 2016/ FEB 2019	
		<ul style="list-style-type: none"> • Design and updating content across eight websites • Research, writing, sourcing and design of social media content • Design of advertising, print materials and more 		
	Freelance Designer Duties involved:	Self employed	JULY 2015/ APRIL 2016	
		<ul style="list-style-type: none"> • Work for clients including ArtLib, Imagine Me, Content Sherpa, Ciao Magazine • Tasks ranging from design, web and social media to writing content 		
	Art Director Duties involved:	Ciao Magazine	JULY 2012/ DEC 2014	
	<ul style="list-style-type: none"> • Design of all editorial & layout of content • Consulting with clients and freelancers • Preparing files and uploading content to the website • Complete re-design of website using WordPress 			
Freelance Graphic Designer Duties involved:	ArtLib	JAN 2012/ DEC 2014		
	<ul style="list-style-type: none"> • Design of logo, branding, stationery & advertising • Managing and uploading website content 			
Graphic Designer Duties involved:	Latté Life Publication	SEP 2011/ APR 2012		
	<ul style="list-style-type: none"> • Design & layout of monthly publication • Designing adverts in consultation with sales team • Pre-press processes and sending files to print 			
VOLUNTEER EXPERIENCE	Committee Member Duties involved:	Narcolepsy Australia	APRIL 2018/ PRESENT	
		<ul style="list-style-type: none"> • Attend monthly meetings via teleconference, brainstorming and helping to guide the direction of the organisation • Graphic design tasks e.g. social media content 		
REFEREES	Available on request	AVAILABILITY	Full time	