

Jillian Keller

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GRAPHIC DESIGNER AND ARTIST:

Experienced and engaged artist and graphic designer with high-level architectural and design skills and the ability to do in-depth detail work, including print media, website design, content creation, advertisement, social media, and fine art. Enthusiastic and motivated professional with exceptional organizational skills and the ability to work with various clients and communication styles.

CORE TECHNICAL COMPETENCIES:

Adobe Creative Cloud • Photoshop • Illustrator • Indesign • Microsoft Office Suite • Google Docs and Sheets • Apple Pages, Numbers, and Keynote • Digital Photography • Photograph correction • Canva • Mac Programs • Windows Platforms • WordPress • Wix Website Builder • Basic HTML/CSS • Constant Contact • FileZilla • social media management • Flipping Book • MailChimp • digital magazines • Issue • hand drawing • painting • architectural drawings, etc.

EDUCATION:

Southern New Hampshire University Manchester, NH

Bachelor of Arts in Graphic Design and Media Arts November 2021

Norwich University Northfield, Vermont

Bachelor of Science in Architectural Studies May 2009

Oxford High School Oxford, MA

High School Diploma June 2005

CERTIFICATIONS: MA license # 547184

Visual Art, PK-8, (emergency)

Visual Art, 5-12 (emergency)

Design and Visual Communications, 9-14, (emergency)

Graphic Communications, 9-14, (emergency)

Drafting 9-14 (emergency)

PROFESSIONAL EXPERIENCE:

Oxford Public Schools • Clara Barton Elementary • Oxford, MA Aug 28, 2023- Present

Instructional Aid

- Assists in regular and special needs instructional programs for students including implementing modified teacher-planned lessons and assessments with small groups of children and/or individuals under the supervision of a general/special educator or specialist.
- Performs daily classroom routines; supports and implements discipline philosophy of the building; works with students outside of the regular classroom setting to provide reinforcement under the direct supervision of the educator.
- Supports students in instructional and non-instructional activities, including, but not limited to: arrival and dismissal duties, lunchroom and recess duties, field trips, classroom housekeeping, reading to students, classroom directions, skill-building activities, behavior, and work habits.

The Good Earth Farm and Garden Center • Gardner, MA July 2022-present

Graphic Designer/ Social Media & Marketing Manager

- Hand-designed all graphics and digital art including using Adobe Creative Suite design programs.
- Crafted all communications for marketing emails and social media and maintained social media platforms including Facebook and Instagram.
- Redesigned and maintained business Website and graphics using Wix Builder.
- Maintain efficient workflow and project organization
- Filled orders for print media and other marketing products.
- Keep the company up to date on Google, managing and responding to reviews, up-to-date pictures, and analyzing analytics.

JK Graphic Design • Remote January 2021-present

Graphic Designer • Owner

- Worked with a variety of clients on graphic design projects including but not limited to print products, website design, social media posts, management, logos, and web media.
- Specialties include digital and print advertisements, marketing materials, Logos, social media graphics, Digital books, printable marketing materials including books, rack cards, business cards etc.
- Networking, seeking projects, negotiating fees, discussing requirements, developing new ideas, presenting solutions to clients, and ensuring projects are completed on time.

Total Stockroom • Remote/ North Carolina April 2021 - November 2021

Graphic Designer & Marketing

- Designed and implemented content for email blasts
- Edited and organized photographs of models taken for the Total Stockroom Catalog
- Set up, ran, organized, and designed posts for social media, mainly Instagram for their brand called Joybra
- Using Indesign reorganized updated, and designed the Total Stockroom Catalog

Parachutes and Paintbrushes: Various Locations June 2016 – March 2020

Owner and Art Studio Manager

- Managed the art studio, offering and teaching adult art classes in acrylics on canvas and other mediums.
- Taught children's classes in a variety of art techniques and skills.
- Planned, organized, scheduled, and implemented paint events, including fundraiser events with Wreaths Across America, Fort Leavenworth, KS.
- Oversaw inventory and supply management.
- Completed all website, advertising, and marketing activities using the social media platform Facebook, leading to more clients attending paint classes and bringing in other events such as Wreaths Across America at Fort Leavenworth, KS.

Cumberland UMC Preschool: Fayetteville, NC July 2020 - Present

Graphic Designer

- Volunteers as a graphic designer for the local preschool, overseeing logo and website design and content creation for the preschool's website and social media pages, cumberlandumcpreschool.wordpress.com • Created a custom logo based on the specifications and requests of the preschool director, using Adobe Illustrator. • Built the WordPress website and oversaw ongoing administration and content management for the site.

