



## Experience

### City Year

Graphic Designer

Boston, MA *January 2014 – Present*

I am currently working a contract position helping City Year prepare for their 25th Annual Gala and complete any additional site requests they receive.

### N2 Publishing

Assistant Creative Director

Wilmington, NC *February 2013 – December 2013*

I worked under one of our Creative Directors to help guide our publications from start to finish. My daily tasks included full publication layouts, reviewing the layouts of other designers and guiding newer designers. I worked in a very fast-paced, detail-oriented environment with tight deadlines in a rapidly growing company.

### N2 Publishing

Graphic Designer

Wilmington, NC *October 2011 – February 2013*

As a Graphic Designer, I was in charge of designing over 25 publications a month, including prepping all files, full layouts, ad placement and revisions.

### Cengage Learning

Freelance Graphic Designer

Boston, MA *June 2010 – October 2011*

I designed internal promotional materials for the Course360 program on an as needed basis.

### PostNet

Graphic Designer / Customer Service Specialist

Charlotte, NC *April 2007 – July 2009*

I was responsible for graphic design projects, from start to finish from small business identities to promotional design, including logos, business cards, brochures, banners/posters, and promotional items. I also worked closely with external vendors to complete any orders that we could not complete in-house.

## Education

University of North Carolina Charlotte

Web Design and Publishing Certificate

Completed *December 2013*

East Carolina University

BFA in Graphic Design/Art History Minor

Graduated *Summer 2011*

Summa Cum Laude – 3.986 GPA

Central Piedmont Community College

Associates of Arts in Graphic Design

Transferred in *2008*

4.0 GPA

## Skills

Adobe Creative Suite

- Proficient in InDesign, Photoshop, Illustrator and Bridge
- Knowledge of Dreamweaver, WordPress and HTML

Proficient on a MAC and PC Platforms

Publication/Print Design

Print Production/Pre-flighting

Brand Identity and Development

Advertising

Typography

Art Direction

## Awards/Recognitions

Phi Kappa Phi Honor Society

East Carolina University

*2010 – Present*

Chancellor's List

East Carolina University

*2008 – 2010, Spring 2011*

AIGA Student Membership Scholarship

AIGA Raleigh

*January 2010*

## References

Christie Joyce

*Creative Director*

N2 Publishing

3311 Merchant Court

Wilmington, NC 28405

christie@n2pub.com

Liz Meredith

*Director, MindTap Operations*

Cengage Learning

20 Channel Center Street

Boston, MA 02210

813.966.1164

Rich and Chris Dee

*Owners*

PostNet

9716-B Rea Road

Charlotte, NC 28277

704.542.7722

## Portfolio

[www.dianagramdesigns.com](http://www.dianagramdesigns.com)

Diana Graham

Boston, MA

[dianagramdesigns.com](http://dianagramdesigns.com)

704.617.1503