

# AMANDA JEANNE

graphic designer

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Creative and adaptable graphic designer with 10+ years of experience in print, digital, and branding. Skilled in InDesign, Photoshop, and Illustrator, with a strong eye for type, layout, and detail. Confident in following brand guidelines and creating a variety of projects. Organized, self-directed, always meets a deadline, and ready to hit the ground running.

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## **EXPERIENCE**    **GRAPHIC/WEB DESIGNER** | Freelance Design | Apr 2010 - Present

- Partner with clients on a contract basis to conceptualize and execute a wide range of design projects, including branding, print materials, and digital assets.
- Manage personal workflow to guarantee on-time delivery of projects, adhering to schedules and deadlines.
- Track time spent on each project and generate detailed monthly invoices for client billing.

## **GRAPHIC DESIGNER** | Michelin Mobility Intelligence (*formerly RoadBotics*) | Oct 2019 - April 2025

- Collaborated across teams to create a variety of engaging digital and printed marketing/advertising materials, short videos, and presentations aligned with company branding, goals, and target audiences.
- Played a key role in the visual rebranding from RoadBotics to Michelin Better Roads.
- Managed website updates and optimized layouts and content to improve user engagement and navigation.
- Worked with vendors to produce high-quality print materials for marketing campaigns, trade shows, and more.

## **CLERK TYPIST II** | Allegheny County Office of Children, Youth and Families | Oct 2018 - Oct 2019

- Prioritized and organized daily clerical tasks to ensure smooth office operations and efficient workflow.
- Managed, sorted, and archived incoming mail while maintaining accurate and organized records of vital documents.

## **STUDIO MANAGER** | Color Me Mine - Paint Your Own Pottery | Apr 2015 - Oct 2018

- Guided customers through the painting process and ensured their pieces were glazed, fired, and ready on time
- Coordinated parties and events, handling planning and execution to help deliver memorable experiences.
- Created marketing materials, maintained an active presence on social media, and kept the website up to date.

## **GRAPHIC DESIGNER** | Mojo Research and Development | Nov 2014 - Sept 2015

- Designed graphics for various direct response websites and online banner ads.
- Set up website layouts using company templates while working directly with the clients to meet their needs.

## **LEAD DESIGNER** | Songwhale | Aug 2011 - Oct 2014

- Designed and coded the front-end of direct response websites for a diverse client base.
  - Managed project timelines for both myself and one other designer to meet all deadlines.
  - Implemented the use of responsive web design to accelerate creation time, efficiency and productivity.
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## **EDUCATION**    **ART INSTITUTE OF PITTSBURGH** | Bachelor of Science in Web Design and Interactive Media **PITTSBURGH TECHNICAL INSTITUTE** | Associate of Science in Graphic Design

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**SKILLS**    Adobe Photoshop, Adobe InDesign, Adobe Illustrator, HTML/CSS, Wordpress, Wix, Microsoft Word, Microsoft Powerpoint, Adobe Premiere Pro, Google Workspace, Mailchimp, Hubspot, Canva, Figma