

# Jenny Smythe

4366 Oakleaf Drive  
Centerville, Ohio 43035  
555.555.5555  
jennysmythe@omail.com

## Objective

To obtain a graphic design position with a company that values knowledge and creativity.

## Education

The University of Dayton, May 20XX  
BFA in Visual Communication Design  
with a Concentration in Graphic Design  
GPA: 3.8 on a 4.0 scale

## Training

*Certified Usability Analyst*  
Human Factors International  
June 20XX

## Software

*Proficient:*  
Adobe InDesign  
Adobe Illustrator  
Adobe Photoshop  
QuarkXPress

*Knowledgeable:*  
Macromedia Dreamweaver  
Macromedia Fireworks  
Macromedia Flash  
Macromedia Freehand

## Activates & Honors

AIGA, member, 20XX  
AIGA Student Portfolio Review, 20XX  
Fusion, event coordinator, 20XX  
Fusion, event coordinator, 20XX  
(Student design group)  
Annual Horvath Show, 20XX, 20XX  
(Juried student exhibition)  
Mentor for first year visual art students, 20XX  
University Scholar, 20XX–20XX

## Experience

James-Williams Insurance  
Delaware, Ohio  
*User Experience/Graphic Designer*  
November 20XX–present  
*Creative Intern*  
June 20XX–November 20XX  
Analyze web screens for user experience issues  
Design print promotional pieces for agents

General Electric  
Mason, Ohio  
*Creative Intern*  
June–December 20XX  
Worked within a marketing team  
Designed print pieces for multiple companies

Ashland Images  
Cincinnati, Ohio  
*Creative Intern*  
June–August 20XX  
Assisted with web site designs  
Learned web site design and programming

Xerox Document Center  
Cleveland, Ohio  
*Assistant Graphic Designer*  
May–August 20XX  
Gained knowledge of printing processes  
Produced literature for local companies