

leslie nguyen

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PROFILE

Innovative, multi-talented professional seeking to join a collaborative, energetic team committed to meeting customer needs by providing superior products and services.

WORK EXPERIENCE

2004 – Present
Freelance
Milton, ON

GRAPHIC DESIGNER

- Working closely with clients to create vision, conceive designs and execute projects in a timely fashion
- Using advanced Adobe Creative Suite knowledge to execute design ideas

May 2006 – February 2008
Suckers Candy Co.
Toronto, ON

IN-HOUSE GRAPHIC DESIGNER

- Successfully designed creative packaging and labels for various types of candy
- Consulted with clients to develop personalized product lines and packaging
- Produced company brochures and catalogues within tight deadlines
- Created die lines for boxes and labels and prepared files for prepress
- Collaborated with team members to set up and photograph products for website design and layout

May 2004 – June 2005
Hertz Car Rental
Etobicoke, ON

RESERVATIONS AGENT

- Consistently answered customers' inquiries and resolved complaints with professionalism
- Established strong customer relationships by providing efficient, friendly service based on superior organizational skills

January 2000 – May 2004
Happy Birthday Cakes
Mississauga, ON

CAKE DECORATOR

- Creatively designed and decorated cakes for all occasions
- Supervised and trained new staff for the preparation of cakes
- Maintained a clean, organized work environment

VOLUNTEER EXPERIENCE

January 2003 – May 2003
Rivergrove Community Centre
Mississauga, ON

SUPERVISOR

- Supervised children's sports teams (ages 8 - 12)
- Assisted in planning and conducting activities for children's arts and crafts (ages 4 - 10)

April 2000
St. Gregory Elementary School
Mississauga, ON

ASSISTANT

- Corrected tests of various subjects
- Proficiently word-processed handouts for lessons

EDUCATION

September 2003 – April 2006
Seneca@York
Toronto, ON

- Graduated from Graphic Design program with high honours
- Maintained a 3.0+ GPA
- Researched concepts with a team to develop a successful Elder Abuse Awareness campaign for The Ontario Network for the Prevention of Elder Abuse (ONPEA) and Toronto Police Services

SOFTWARE KNOWLEDGE

- Adobe Creative Suite
- Adobe Flash
- QuarkXPress 6
- Adobe Dreamweaver
- Adobe Acrobat 7.0
- Microsoft Office

INTERESTS

- The Environment, playing guitar, working out