



# ANA OLIVERAS

GRAPHIC DESIGNER

## CONTACT

W: [anaoliveras92.wixsite.com/anayoungcreative](http://anaoliveras92.wixsite.com/anayoungcreative)  
[www.linkedin.com/in/ana-oliveras-984718120](http://www.linkedin.com/in/ana-oliveras-984718120)  
E: [ana.oliveras92@gmail.com](mailto:ana.oliveras92@gmail.com)  
P: 347.764.0343

## EDUCATION

### B.A of Technology

CUNY New York City College of Technology  
300 Jay Street, Brooklyn, New York, 11201  
expected graduation, June 2017

### A.A.S. Graphic Design and Illustration

CUNY Kingsborough Community College  
2001 Oriental Blvd, New York, NY 11235  
A.A.S. Graphic Design and Illustration, 2012

## SKILLS

### Microsoft Office 2013

- Excel
- Outlook
- OneNote
- PowerPoint
- Word

### Adobe Creative Cloud

- Illustrator
- Indesign
- Photoshop

### Social Media

- Facebook
- Instagram

## OBJECTIVE

A graphic design intern interested in obtaining a position where my creativity and critical thinking skills will assist the agency create simple and elegant innovative ideas.

## EXPERIENCE

### GRAPHIC DESIGNER

*NYC Housing Preservation and Development / April 2015 - Present*

- Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts
- Confer with clients to discuss and determine layout design
- Develop graphics and layouts for the employee's website
- Prepare illustrations or rough sketches of material, discussing them with clients or supervisors and making necessary changes
- Research new software or design concepts
- Train other staff members to perform work activities, such as using computer applications.
- Create appointments through Microsoft Outlook

### GRAPHIC DESIGNER INTERN

*NYC Housing Preservation and Development / September 2014 – March 2015*

- Create designs, concepts, and sample layouts based on knowledge of layout principles and aesthetic design concepts
- Creating posters and name badges in company's print shop
- Create designs for employee's websites
- Deliver messages and run errands
- Operate office machines such as photocopiers and scanners

### FREELANCE DESIGNER

*Mision Cristiana San Juan 3:16 / 2012- Present*

- Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts
- Create ideas for fundraising
- Create envelopes for tithe
- Create a simple website with information for the members of the church as well as visitors
- Confer with clients to discuss and determine layout design
- Prepare illustrations or rough sketches of material, discussing them with clients or supervisors and making necessary changes.

## MEMBERSHIP

Active member of The National Society of Leadership and Success

*The National Society of Leadership and Success / September 2016*

## REFERENCE

Are available upon request