

claire elko • creative designer & visionary

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Education

Johnson & Wales University, Providence, R.I.
(G.P.A. 3.20)

Graphic Design & Digital Media Major

- Bachelor Degree of Science - 2016
- Intro to Marketing and Marketing: Consumer Behavior courses
- Business law and Cyberlaw courses

Experience

Life Celebration - Graphic Designer - February 2018 - Present
- Edit photos and create customized print materials for funeral homes nationwide

PNY Technologies, Inc. - Graphic Design Assistant - December 2016 - May 2017

Realogy Holdings Corp. - Coldwell Banker Commercial Real Estate, Madison, NJ
- Creative Marketing Intern, June 2016 - August 2016
- Organized and created 80+ templates within a brand standard for a nationwide company for affiliates to use.
- Designed social media banners to promote their new website launch.
- Produced promotional posters for their Twitter Account.
- Designed an Infographic to guide users through their icons.
- Delivered a Troubleshooting Guide for their website and a Local Site Search Engine Optimization.
- Researched and organized maps to showcase their affiliates top offices.

Rhode Island Coalition for Homeles (RICH) - Spring 2016

- Collaborate with a group to design and deliver a new logo for the homeless LGBT community.

Day One - Spring 2016

- Collaborate with a group to redesign an informational pamphlet.
- Design a postcard to announce the pamphlet.

Freelance - 2015 - 2016

- Wedding Invitations - Thank You Cards - Rebrand Logo

Employment Experience

Morris Plains Community Pool Lifeguard, NJ – 2010 - Present

- American Red Cross Certificate Lifeguarding/First Aid
- American Red Cross Certificate CPR/AED

Loyola Jesuit Center, Morristown, NJ - 2014

- Mural Painter

Don's Sandwich Shop, Boonton, NJ – 2010-2014

- Deli Worker

Community Activities

Girl Scouts of Northern New Jersey – 2000 through Present

Girl Scout Gold Award – 2012

- Created, developed and administered "The Joy of Quiet", a teen art retreat, which empowers teens to "put down the phone and unplug" and through art, be creative, while discovering their spirituality in a quiet setting.

Girl Scout Silver Award - 2010

- Organized Blood Drive and coordinated a Bone Marrow Education Night to raise awareness of themgrowing need for donors and the advances made in the donor process.

Community Outreach, Troop 860 – 2009 through 2013

- Homeless Solutions, Morristown, NJ
- Morris County Mental Health Association, Mountain Lakes, NJ
- Parsippany Food Pantry, Parsippany, NJ
- Community Vigil Against Domestic Violence Seminar and Walk, Boonton, NJ

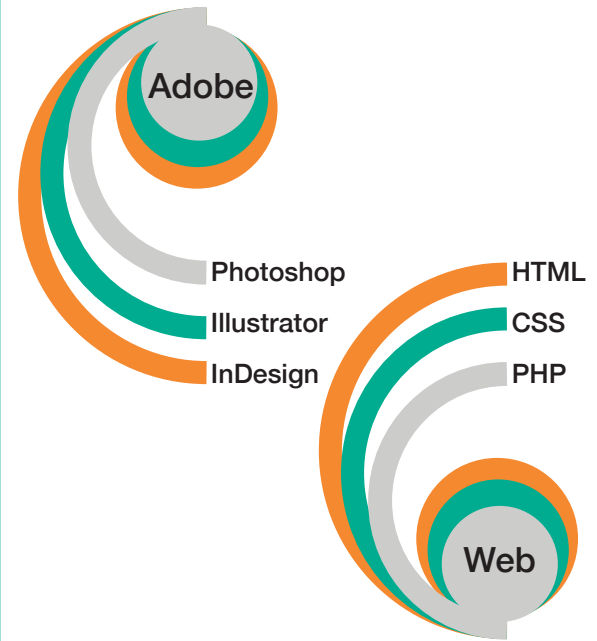
Mentoring Younger Girl Scouts, Troop 860 – 2009 through 2013

- Created, developed, and implemented "Good Scout-Good Friend" Program to raise awareness of bullying, peer pressure, and cliques while emphasizing acceptance and unity.

Mother-Daughter Brunch

- Which included multiple small service project stations in a round robin format to benefit local community groups. Administered a station for a Girl Scouts of Northern NJ "Eco-Trek" event attended by hundreds of Scouts.

Skills



Microsoft Office

Word



PowerPoint



Publisher



Excel

