

# Emily Mueller

graphic/web designer & developer.

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## Qualifications

- Seasoned graphic illustrator and designer through college and work experience. Well-versed with Adobe Creative Suite programs such as Photoshop, Illustrator and InDesign. Experienced in preparing layouts and producing print and web material for informational and event pieces.
- Proficient in various design elements including HTML5, CSS3, Javascript, and jQuery. Worked with HTML for over 12 years.
- Understand principles of brand and know how to keep the company image from large industry to personal business.
- Various photography work experiences including product, company events and people portraits.
- Well versed in multitasking, prioritizing and completing work projects by due dates given.
- Excellent planning and communication skills. Able to describe design through words as well as sketching out ideas. Described as a good listener and a team player.
- Knowledgeable working with and exporting various media such as PDFs, Word documents, video and audio files.

## Work History

### Web Designer & Developer September 2015-Present

#### *GoWeb1*

Design and develop custom websites for various companies using design and development tools to be used within a content management system

Design various print projects for various clients and work alongside local printer company to complete orders

### Graphic Artist May 2013-Present

#### *FLEET FEET Sports - St. Louis*

Design and organize projects to be sent to printing companies or on company printers to self-print and prepare for use

- Logos, shirts, race award plaques, flyers, brochures, signs, newspaper advertisements, business and customer cards

Create web graphics and webpages for upcoming races and events using a content management system as well as editing code using HTML

Code and create adaptable e-mail templates for multiple company departments

Collaborate with race production team on various design projects

In charge of photography work for new products and events in store

### Graphic Designer May 2011-December 2012

#### *Illinois State University Housing Services*

Primary designer for a wide-variety of graphic design projects

- Design products, prepare for print and print on various printers

Collaboration on projects with other employees

- Worked with marketing team and other offices to create and manage projects from event promotion to informational pieces through meetings, telephone, and e-mail

Train new employees about job role

- Educated using example, explanation, patience as well as kept open to answer any work related question