

Alison Holka

Las Vegas, NV 89109
ally@allymac-design.com
www.allymac-design.com



Objective

To obtain a position allowing me to utilize my extensive background in graphic design.

Skills

Print Design

Brand Identity
Structures
Signage
Car Wraps
Photo Rendition
Typography
Billboards
Live Events Graphics

Web Design

HTML 5
Javascript
CSS
Little bit of ASP and PHP
Video and Sound Editing
IOS and Windows

Programs

Adobe Creative Cloud

Illustrator
Photoshop
InDesign
After Effects
Lightroom
XD
Dreamweaver
Premiere Pro
Bridge

Final Cut Pro

Microsoft 365
Word
Power Point
Excel
Publisher

Work Experience

Freeman

Graphic Account Manager

September 2017 - June 2020

- Consult with internal and external clients to ensure exemplary customer service
- Organized daily meetings for full transparency in workflow process
- Quality control all elements of the event cycle, ensuring all details meet or exceed customer's satisfaction
- Oversaw and managed event budget with cost efficiencies being main priority

Freeman

Layout Specialist

October 2013 - September 2017

- Designed signs for trade/corporate accounts,
- Oversaw all materials and supply orders for multi-million-dollar operation, sourcing best prices
- Streamlined scheduling and processes based on execution date
- Responsible for the oversight and management of all large-format printers and equipment

Region Signs, Inc.

Head Graphic/Production Designer

May 2011 - Aug 2013

- Design all clients and in-house complex sign and graphics.
- Oversaw all materials and supply orders for multi-million-dollar operation, sourcing best prices
- Streamlined scheduling and processes based on execution date
- Responsible for the oversight and management of all large-format printers and equipment

Additional Professional Experiences

B&H Technical Services, Inc., *Graphic / Production Designer*

Cyber Construction, Inc., *Graphic / Web Designer*

VisionFriendly.com, *Graphic / Web Designer*

Education

Northern Illinois University

Bachelor of Fine Arts, *Visual Communication*