



ALICIA KIMBRELL

GRAPHIC DESIGNER

WWW.ALICKIMBRELLDESIGNS.COM

SUMMARY

Creative and versatile graphic designer with many years of experience with Adobe Creative Suite design software. Proficient in both print and digital media for marketing materials, social media, and website designs. Passionate about unique ideas and creative solutions to engage audiences and communicate information efficiently.

DESIGN EXPERIENCE

GRAPHIC DESIGN INTERN

Bookstr - Remote (New York, NY)

September 2024 - Present

- Utilize Adobe Illustrator, Photoshop, and Canva to create graphics for Bookstr's social media platforms, reaching 1.6 million followers
- Collaborated with Social, Editorial, Content and Outreach teams to create various graphics for Bookstr articles while maintaining brand guidelines
- Ideated graphics to illustrate quotes, sayings, and memes to create audience engagement and social content

FREELANCE GRAPHIC DESIGN WORK

Remote

May 2018 - Present

- Create logos and branding for friends personal projects and businesses
- Collaborate with small businesses and past jobs to create social media content and posters for print

OWNER, GRAPHIC DESIGN, MARKETING

Personal Etsy Shop - Denver, CO

February 2021 - June 2022

- Created logo and branding for my Etsy shop for web and print
- Maintained a cohesive appearance for online identity and marketing materials
- Ran social media pages for the business, growing followers and creating an online community by engaging in giveaways and interacting with followers



(309)-660-1268



aliciakimbrelldesigns@gmail.com



Lakewood, CO



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EDUCATION

AMERICAN GRAPHICS INSTITUTE

Graphic Design Certificate

October 2023

INDIANA UNIVERSITY BLOOMINGTON

B.S. Informatics & Computing

Cognate - Graphic Design

May 2018

SKILLS

- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign
- Adobe Lightroom
- Canva
- Branding
- Typography
- Layout
- Wix
- Squarespace
- WordPress
- Google Suite
- Microsoft Office
- Notion
- Mac OS
- Windows OS
- Customer service
- Scheduling
- Communication
- Attention to detail



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WORK EXPERIENCE

FRONT DESK STAFF

Calm Spirit Integrative Wellness - Arvada, CO

May 2024 - September 2024

- Worked in a fast pace environment to support a holistic wellness studio and support all staff by anticipating future needs
- Scheduled appointments, managed patient accounts and provided customer service in person, over phone and email
- Supported studio by cleaning rooms, completing laundry, filing paperwork, managing insurance, product and package sales

TICKETING MANAGER

Marathon Live Management - Remote (Nashville, TN)

June 2022 - October 2023

- Managed all aspects of ticketing for Marathon Live's five music venues
- Worked closely with various show promoters and private clients to set up ticketed event sales, manage sections and inventories, pre-sales, and on sales
- Assisted with graphic design for social media posts as needed, updated WordPress & Squarespace website with events regularly

ASSISTANT BOX OFFICE MANAGER

Colorado Chautauqua Auditorium - Boulder, CO

June 2021 - June 2022

- Built webpages on AudienceView and WordPress for events, updating pictures, logos, descriptions, artist bios, links, and buttons
- Used AudienceView to help Box Office Manager build events, designate ticket quantities, set pricing, send email blasts and managed website

SELLER SERVICES ASSOCIATE

Vivid Seats LLC

November 2019 - June 2021

- Managed high volumes in-bound calls, chats, and emails from ticket brokers beyond the scope of traditional customer service, filled and updated orders
- One of five selected out of a 25 person team to remain employed during COVID layoffs, picking up additional duties and helping with event refunds

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