

Deidra Loeffler

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Objective:

To find employment as a graphic designer where I can apply my technical and creative skills.

Qualifications:

Outgoing
Organized
Punctual
Creative

Self-Motivated
Team Player
Life Long Learner
Goal-Orientated

Efficient
Open-Minded
Idea Maker
Independent

Computer Knowledge:

Adobe PhotoShop
Adobe Illustrator
Adobe PageMaker
Adobe Premiere
Adobe Acrobat
QuarkXPress

Macromedia FreeHand
Macromedia Flash MX
Macromedia Director
Macromedia Dreamweaver
Sound Edit
Quick Time Pro

Goldmine 4.0
Microsoft Office Suite
Microsoft Outlook Express
Microsoft Windows
Mac OS
Basic HTML and JavaScript

Education:

Multimedia Design and Communications

↳ Applied MultiMedia Training Centres: April 2002 - April 2003

Journalism and Visual Layout Design

↳ Kwantlen College: September 1999 - December 1999

Grade 12 Diploma

↳ Frank Hurt Secondary: September 1996 - June 1999

Work Experience:

Spiral Communications: June 2002 - present

- ↳ Brainstorm ideas for elevator advertisements
- ↳ Communicate design ideas to clients
- ↳ Create elevator ads for various companies
- ↳ Prepare final work for printing

CADVision Internet: June 2000 – December 2001

- ↳ Responsible for handling incoming Customer Service calls
- ↳ Handled all outgoing renewal calls
- ↳ Resolved customer complaints and issues
- ↳ Inside consumer and corporate prospecting and sales
- ↳ Account representative for major corporate accounts

Budget Rentals: August 1999 – April 2000

- ↳ Accountable for store deposits and cash flow
- ↳ General Customer Service
- ↳ Telephone reservations and account inquiries

Famous Players Langley: January 1999 – April 1999

- ↳ Box office ticket sales
- ↳ General Customer Service
- ↳ Responsible for various cash flow

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