



## Nina Lane

Graphic Designer



### Contact

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+1 234 567-8900

Website

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### Skills

Photoshop



Illustrator



Web Design



### Interests

Minimalist Art

Urban Photography

Art Installations



### Profile

Creative graphic designer with 5+ years' experience in impactful print and digital visuals. Skilled in brand identity, social media, and packaging design, with Adobe Creative Suite and Figma expertise. Focused on delivering fresh, aesthetic solutions.



### Experience

#### Senior Graphic Designer

Brightline Agency | New York, NY  
June 2020 – Present

Boosted engagement by 30% through brand campaigns and created identity packages for social media and print.

#### Graphic Designer

Blue Horizon Media | Brooklyn, NY  
March 2017 – May 2020

Boosted retention by 25% and developed eco-friendly packaging while mentoring designers.



### Education

#### Bachelor of Fine Arts in Graphic Design

Parsons School of Design | New York, NY  
Graduated: 2017



### Portfolio

**Social Media Campaign** for Eco Wave Brand: Transformed their social media presence with cohesive visuals and engaging graphics.

**Event Branding** for the annual NYC Art Expo: Developed event branding from logo to banners, enhancing attendee experience.

# Resume Template Today Tutorial

**Bernard J. Bieg**



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*Building the Looking-Glass Resume* Larry Goldsmith, 2014-01-10 Building the Looking Glass Resume is a resume solutions book that shows you how to create the reflection of your job skills that can help you win the prized invitation to a job interview The book features the Jaazle Resume Template and Tutorial to guide you through the resume building process so you can quickly and confidently create a professional looking resume with powerful contents Building the Looking Glass Resume is for all job seekers from entry level to senior executives or those in career transition The book includes solutions to the most difficult resume concerns questions and technical issues      **Wired Resume Guide, Version 2.0** Cengage South-Western, Tim Krause, 1999-12      Administrative Assistant's and Secretary's Handbook James Stroman, Kevin Wilson, Jennifer Wauson, 2014-06-18 The expectations and duties of the modern day administrative assistant are higher and more stressful than ever before The Administrative Assistant's and Secretary's Handbook will help professionals everywhere come out on top From managing the phones coordinating meetings and preparing presentations to planning events crafting clear business communications and deciphering legal documents administrative assistants need to be everything to everyone all the time and all with a smile They spend all day helping others but who is going to help them For office professionals seeking to improve their performance and enhance their value to employers this handbook is the definitive source of help for these true jack of all trades In The Administrative Assistant's and Secretary's Handbook you will find information on topics such as Creating graphics charts and presentations Microsoft Word Excel Outlook and Publisher Web conferencing Electronic and paper filing systems Recordkeeping Meeting planning and management Business math and much more Extensively updated with new information on Windows 8 Microsoft Office 2013 Apple OS mobile computing computer software troubleshooting data security Google Calendar Google Drive Google Docs and Microsoft Web Applications this bestselling guide will help these unsung heroes shine in the eyes of all their coworkers      *Nursing Today - E-Book* JoAnn Zerwekh, Ashley Zerwekh Garneau, 2014-03-25 Popular with nursing students for its humorous cartoons and easy to read style Nursing Today Transition and Trends 8th Edition helps you make a successful transition from student to practicing nurse It covers the profession's leading issues and opportunities ensuring that you graduate not only with patient care skills but also with career development skills such as resume writing finding a job and effective interviewing Study questions and test taking tips prepare you for the NCLEX RN exam and discussions of communication and management prepare you to succeed in the workplace Well known educators JoAnn Zerwekh and Ashley Zerwekh Garneau provide the latest information on nursing issues and trends including health care reform patient safety and patterns of nursing care delivery An emphasis on making the transition into the workplace is included in chapters such as NCLEX RN and the New Graduate Employment Considerations Opportunities Resumes and Interviewing and Mentorship Preceptorship and Nurse Residency Programs Coverage of QSEN and patient safety includes Quality and Safety Education for Nurses National Patient Safety Foundation

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Peter Norton's Introduction to Computers Office 97 Tutorial with 3.5 IBM Disk Peter Norton,1998-01-05 Peter Norton's new Office 97 Tutorial helps students learn to create process and present information using Microsoft Office 97 Emphasizing hands on instruction this applications tutorial includes a student data disk to help students apply and practice the skills and techniques they learn in each lesson

The College Student's Resume Guide Kim Marino,1989 This is an easy step by step guide for writing your own resume cover letter and a thank you letter for after the interview

**Career Planning Today** C. Randall Powell,1990

**Electronic Resumes & Online Networking** Rebecca Smith,2000 The ways in which job hunters can market their resumes and advertise their talents have grown immensely with the advent of the Internet This second edition of Electronic Resumes and Online Networking shows how to become Internet savvy to gather information find the right job and submit a resume online

Microsoft Word for Windows Heather Milette Duggan,Peter Norton,1996

Nursing Today JoAnn Graham Zerwekh,Jo Carol Claborn,2006 Whether it's passing the NCLEX or surviving practice the real world can leave even the best students scared and unprepared That's why it's important that students learn the most up to date relevant information on the challenges and opportunities they will face upon graduation With new chapters a new full color design and content covering the hottest topics in nursing today students will discover that the 5th edition of this market leading issues and trends text is an easy to use source for understanding the professional skills needed for practice The NCLEX RN and the New Graduate chapter is dedicated to success on the NCLEX RN exam including valuable tips on how to prepare for and pass the exam The Employment Considerations Opportunities Resumes and Interviewing chapter combines in depth coverage on seeking employment resume writing and interviewing techniques and prepares students to find and get the job they want Updated content on effective communication and team building conflict management collective bargaining and nursing informatics Other outstanding features include lively cartoons chapter objectives and exercises boxed information and critical thinking questions to keep students focused on

pertinent information Full color design highlights important information and enhances visual appeal Updated Table of Contents and streamlined organization improves the flow of material covered New chapter on Mentoring and Preceptorship provides an in depth look at strategies useful when assuming these roles in practice New chapter on Nursing Theories includes discussion on nursing theorists how nursing theory is used in practice and the future of nursing theory New chapter on Work Place Issues includes timely information on workplace advocacy the nursing shortage mandatory overtime workplace safety and bioterrorism New chapter on Quality Patient Care focuses on quality management principles and their subsequent effect on both external and internal forces and the role of the nurse in quality process improvement New chapter on Cultural Spiritual Awareness describes cultural competence and the principles of culturally competent care and how end of life issues impact nursing practice

*Job Hunters' Sourcebook* Amy Darga,2002 Here is the essential updated resource job seekers need to develop a complete strategy for their job searches Alphabetically arranged by career the Sourcebook lists sources of help wanted ads employer directories employment agencies placement services electronic resources and other information sources for 206 specific careers New profiles on high profile careers such as computer and information systems manager desktop publisher and industrial production manager have been added as well Also included are helpful e mail and Web site addresses along with new information on governmental agencies and legal topics to further assist users in their searches

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**The Software Encyclopedia 2000** Bowker Editorial Staff,2000-05 *PowerPoint 2000 Level 1 Core: A Tutorial to Accompany Peter Norton Introduction to Computers Student Edition* Peter Norton,1999-11-26 Peter Norton s *PowerPoint 2000 Tutorial* helps students learn to create process and present information using Microsoft PowerPoint 2000

**Microsoft Office Professional - New Perspectives** June J. Parsons,Beverly B. Zimmerman,S. Scott Zimmerman,Cheryl L. Willis,Joseph J. Adamski,Dan Oja,1995-04 Part of the New Perspectives Applications Series this text combines five individual applications It offers case study scenarios detailed coverage and extensive pedagogy for a realistic approach to learning Windows 3 1 Microsoft Word 6 0 6 1 Microsoft Excel 5 0 Microsoft Access 2 0 and Microsoft PowerPoint 4 0

*Payroll Accounting* Bernard J. Bieg,2006-10 The 2007 Edition of *PAYROLL ACCOUNTING* and its accompanying CDs gives you firsthand experience in calculating payroll completing payroll taxes and preparing records and reports With its cutting edge technology package and up to the minute information this accounting textbook covers payroll laws and practices makes them relevant to today s business world

*Personal Computing* ,1989-05 **Microsoft Word 6.0 for Windows** Cheryl Willis,1996

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