



# amanda greenfield

## GRAPHIC DESIGNER

 designamg.com

 amanda@designamg.com

 Rockville, MD

## EDUCATION

### BFA in Graphic Design

University of Tampa  
May 2018

## SKILLS

Drawing  
Photography  
Painting

## SOFTWARE

Adobe Creative Suite  
Dreamweaver  
Illustrator  
InDesign  
Photoshop  
Premiere Pro

Microsoft Office 365  
Excel  
PowerPoint  
Publisher  
Word

SharePoint Online

Esri ArcGIS Pro

SketchUp

Mac & PC Platforms

## EXPERIENCE

### Graphic Designer at Adventist HealthCare

September 2020 – Present *Gaithersburg, MD*

Responsible for designing various print and digital materials for all Adventist HealthCare hospitals and entities, while following the organization's brand standards and managing project workflow in a speedy and efficient manner. Materials include: advertisements, flyers, signage, presentations, infographics, booklets, and more. Also in charge of editing, designing, and deploying the monthly internal communications newsletter for two of the hospitals.

### Graphic Artist at Direct Response Consulting Services

June 2018 – September 2020 *Falls Church, VA*

Designed various direct mail package components such as letters, envelopes, brochures and pamphlets, collages, surveys, and reports. Also scheduled and monitored all art production, maintained digital files, and processed art billings in a timely manner.

### Social Media & Fundraising Chair for Sigma Alpha Iota

August 2017 – May 2018 *University of Tampa*

Social Media Chair: Updated and maintained the organization's Facebook and Instagram accounts. Was also responsible for using different marketing techniques to appeal to the target audience.

Fundraising Chair: Organized fundraising events and designed materials such as flyers and social media graphics to promote those events.

### Freelance Designer for The Michael J. Fox Foundation

February 2017 *Washington D.C.*

Designed the logo for the Foundation's annual Tips for Parkinson's fundraising event in Washington, D.C.