

NICOLE KURTZ

NICOLEKURTZDESIGN@GMAIL.COM

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336-260-5332

SKILLS

- INDESIGN • ILLUSTRATOR
- PHOTOSHOP • CORELDRAW
- HTML / CSS • MS OFFICE
- FILLABLE PDFs
- PROJECT MANAGEMENT
- DIRECT MAIL

WORK EXPERIENCE

GRAPHIC DESIGNER *Nicole Kurtz Design* 2015 - Present

Design and develop product labels and other marketing materials for national brands

Develop and implement design for vendor booklets and manuals

Independently brainstorm and design flyers, bookmarks, and posters

Manage websites and social media

GRAPHIC DESIGNER + LASER TECHNICIAN *Just Right Awards and Engraving* 2017 - Present

Gathered measurements to create engraving templates

Created and altered designs to be laser engraved

Found creative solutions to engraving unique materials

Honed time management while juggling multiple projects

GRAPHIC DESIGNER & ACCOUNT EXECUTIVE

Jerry Jones Direct 2018 - Present

Design direct mail marketing materials used nationwide by dental practices.

Work with USPS to select Carrier Routes

Create marketing information packets

Organize and design the companies internal newsletter

Organize projects within Basecamp and ensure they are on track to meet deadlines.

Improve postcard templates to be used by production designers

EDUCATION

ALAMANCE COMMUNITY COLLEGE

Associate in Graphic Design 2015 - 2017

Web Design Certificate 2015 - 2016