

# KATIE LING

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## Experience:

June 2016 – Aug 2023

### Office Solutions, Graphic Designer/Marketing Coordinator

- Create and schedule marketing emails
- Design graphic assets such as catalog covers, web banners, lookbooks, flyers, brochures, newsletters, and landing pages
- Develop presentations for business initiatives
- Code websites with HTML, CSS, or WordPress
- Troubleshoot web issues and maintain website brands
- Solve visual and conceptual problems
- Edit and create videos using Adobe Premiere
- Assist with trade shows, sales meetings, and events
- Produce training materials and onboard new team members

Nov 2014 – May 2016

### Solution21, Graphic/Web Designer

- Created, coded, and troubleshooted websites using HTML, CSS or WordPress
- Designed sample layouts, graphic assets, and responsive design
- Designed brochures, print products, logos, and marketing materials
- Managed projects from conception to completion, handled phone calls, and communicated with clients

Jan 2014 – April 2014

### DreamWorks Animation SKG, Training Intern

- Maintained training labs and designed slides
- Data entry and light clerical duties

Jan 2013 – May 2013

### Titmouse Animation, Production Assistant Intern

- Aided in background and clean up art animation using Flash
- Receptionist duties and recorded in meetings
- Setting up layouts and other production work

## Education:

Aug 2009 - May 2014

### California State University, Fullerton

- Bachelor of Fine Arts (Entertainment Art Animation)
- Honor/Award: Dean's List (2009-2014)

## Achievements:

- Showcased artwork in the curated gallery for the 2<sup>nd</sup> Annual CSUF Illustration Show
- Contributed to a successful Kickstarter campaign for a printed artbook called Enchantasia Kingdom

## Skills:

- Proficient in Adobe Photoshop, Illustrator, Dreamweaver, InDesign, Xara, Premiere Pro, Camtasia, Asana, Trello, Microsoft Word, Excel, PowerPoint, HTML, CSS, WordPress

**Languages:** English (native), Mandarin Chinese (conversational)