

# Jill proctor

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Digital Portfolio: [www.jillproctor.com](http://www.jillproctor.com)

## Objective statement

I am seeking a position in the graphic design or web design field to utilize and develop my skills further.

## Education history

Ferris State University, Big Rapids, Michigan  
**Associates of Applied Science**  
Visual Design and Web Media  
**Associates of Applied Science**  
Early Childhood Education  
Dean's List/Current GPA-3.345

Big Rapids High School, Big Rapids, Michigan

## Award & scholarships

Academic Honors Convocation Recognition  
Outstanding Student in Early Childhood Education  
West Michigan Credit Union Scholarship  
OB Davenport Scholarship  
WJ Stevenson Scholarship

## Work experience

Specialized Printing & Graphics  
Graphic/Web Designer  
Preparing designs for multiple companies within SP&G.

MBA Printing Inc.  
Typesetter/Desktop Publisher  
Preparing business cards, letterhead & envelopes for press.

Freelance: Ferris State University/Tot's Place, Big Rapids, Michigan  
Tot's Place Child Development Website  
Designed and Developed Website

Ferris State University/Media Production, Big Rapids, Michigan  
Student graphic designer  
Designing a wide variety of items for Ferris State Faculty.

## Volunteer experience

Eastwood Elementary School  
Eastwood Kindergarten Classroom  
Focus on Four's Classroom

## Computer skills

Macintosh OS 9 and OS X  
Windows 98, XP literate  
HTML Knowledge

## Software knowledge

Adobe Creative Suite CS2: Illustrator, Photoshop, InDesign, ImageReady, Bridge  
Microsoft Office: Word, Front Page, Power Point — Macromedia Dreamweaver MX 2004  
QuarkXPress — Adobe Page Maker — Paintshop Pro — Microsoft Publisher

*References available upon request.*