

Olivia Garcia

GRAPHIC DESIGNER

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PROFILE

Results-oriented professional with 5 years of experience in graphic design. Skilled in web, print, and overall graphic design project management. Strong graphic designer, communicator, and team-member. Seeking to leverage my design expertise and marketing skills to support operational and communication objectives.

WORK EXPERIENCE

March 2025 - Present

Arrow Sign Company
Graphic Designer &
Marketing Specialist

- Support marketing efforts through email campaigns, social media management, and promotional design.
- Maintain and update company websites using WordPress.
- Design signage and branded materials, ensuring production feasibility and ADA compliance.
- Collaborate with production and sales teams to support interior signage projects and design-build opportunities.

July 2021 - March 2025

Sunwise Auto Group
Lead Graphic Designer
& Marketing Assistant

- Designed web content and HTML/CSS emails for 9 locations to enhance engagement.
- Created print, digital, and promotional assets for major brands including Audi, BMW, MINI, and Subaru.
- Led projects from concept to delivery, managing timelines and budgets.
- Managed 14 social media accounts and executed targeted CRM campaigns.
- Produced 10+ promotional videos and coordinated events across 4 locations.
- Maintained strong vendor and client relationships to ensure smooth execution.

July 2025 - Present

Contract Graphic Design
Belonging Intelligence

- Design responsive websites, logos, and brand assets using HTML/CSS and UX/UI principles.
- Manage full project lifecycles and client relationships independently.

EDUCATION

B.A. Design Studies- Graphic Design
San Jose State University
May, 2022

SKILLS

- Proficient in Adobe Suite (Illustrator, Photoshop, Indesign, Lightroom), Microsoft Office Suite, Canvas X Draw, Wordpress, WIX, and Square Space with a strong aptitude for learning new techniques.
- Proven track record in coordination, budgeting, scheduling, and producing graphics and other related projects for web, socials, print, email and more.
- Flexible and adaptable in fast-paced environments with the ability to prioritize tasks, work in a team environment, and meet deadlines and deliver comprehensive design solutions.

REFERENCES

John Smith
Marketing Director
Sunwise Automotive Group
707.206.1885

Chris Desantis
Regional Training Manager
Toyota Financial Services
916.439.0011