



LIZ CATON

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OBJECTIVE: I am seeking to utilize my graphic design skills and knowledge within a progressive company to help the company grow and be successful.

EXPERIENCE: **Inside Publications** Atlanta, GA (2015–present)
Office Manager/Coordinator

- Assisted customers with their orders through email, phone, and social media.
- Communicated with printers about subscription mailing lists and distribution
- Assisted designers and editors with any office needs
- Invoicing and account management
- Experience with WordPress and Squarespace

Graphic Design Summer Internship Atlanta, GA (2022)

Inside Publications

- Client communication
- Packaging and apparel
- Social media posts
- One-sheeter design
- App icon button design

Freelance Graphic Design Atlanta, GA (2018–present)

- Logo design
- Apparel design
- Poster and flyer design

EDUCATION: **Bachelor of Fine Arts, Graphic Communications** (2022)
Kennesaw State University, Kennesaw, GA GPA: 3.8

- Magna cum laude - honors

Associate of Arts (2017)

Georgia State University, Dunwoody, GA GPA: 3.6

MEMBERSHIPS: American Institute of Graphic Arts (AIGA), Student Member.
• 08/21–Present

SKILLS: **Art Skills**
Traditional illustration, print design, brand, prototyping, UI and UX design.

Software Skills

Adobe CC 2022:

- Illustrator, InDesign, Photoshop, XD, After Effects, etc.