
CAREER OVERVIEW

A creative graphic designer with three years experience in the graphics industry with defined aptitude in both web and print outputs. Graduating in design with a print focus, I have also proven myself to be a capable web designer, producing many innovative and actively used websites.

KEY STRENGTHS

- High-level Computer skills in: Photoshop, Illustrator, InDesign, Dreamweaver, Fireworks, Flash and Acrobat.
- Strong practical skills in HTML, CSS and Actionscript 3.0.
- A broad knowledge of website technologies and their capabilities.
- Excellent customer support skills.
- A strong team player with personal drive and leadership skills.

WORK EXPERIENCE

GRAPHIC/WEB DESIGNER, 01/07 – PRESENT

Web105 - <http://www.web105.com>

A small web design agency specialising in ASP.NET CMS website solutions.

Responsibilities include:

- Managing client expectations, and maintaining client relationships by providing ongoing technical advice and assistance, including presentations of concepts.
- Co-ordinating key members of staff to meet project deadlines.
- Conceptualising and designing user interfaces, then taking these designs to skin online applications using HTML and CSS.
- Conceptualising and producing animations using Flash and Actionscript 3.0.
- Conceptualising and designing graphic material then preparing it for print output.
- Sourcing suppliers and quotes for print work.

Achievements

- Successfully completed an Introductory Actionscript 3.0 course in 2008.
- Designed many websites that have led to increased business, including: sheercommunication.com.au, baraque.com.au, sydney-neurosurgeon.com.au, among others.
- Conceptualised, designed and skinned an ASP.NET website for WEB105, empowering sales & marketing staff to login and change details on the website, without the need of a web developer or web designer.



SARAH HAWES
CURRICULUM VITAE

JUNIOR GRAPHIC DESIGNER, 01/06 – 11/06

The Hub Agency- www.thehubagency.com.au

A small advertising/marketing agency specialising in traditional media.

Responsibilities include:

- Conceptualising and designing graphic material then preparing it for print output.
- Presenting concepts to clients in person and by email.
- Sourcing suppliers and obtaining quotes for print work.

Achievements

- Conceptualised and designed self-promotion material for The Hub Agency, which acted as a sales tool to increase sales.

QUALIFICATIONS

Bachelor of Design (Communication Design) Swinburne University 2005
Adv. Diploma Visual Communication Billy Blue School of Graphic Arts 2003

PERSONAL ATTRIBUTES

I excel at articulating ideas and solving problems. I am a good listener and a keen learner. I have highly developed writing and time management skills, and possess an eye for detail. I am tremendously diligent and loyal.

REFEREES

Available upon request.



SARAH HAWES
CURRICULUM VITAE