

Personal Details**Nikki Mead****Tel: 07811 433 741, Email: info@nikkidesign.co.uk, www.nikkidesign.co.uk****Profile**

I am a talented, creative Graphic Designer with an outgoing personality and a passion for design. I have a good eye for detail, strong leadership skills and many years of experience presenting to clients, which provides me with a rich skills set. I thrive on hard work, am self-motivated and enjoy working as part of a team.

Key Skills

- Eighteen years of extensive experience as a Graphic Designer, working with a wide range of individuals across a variety of industries
- Produced award-winning designs, including first place at the FE Marketing Network Awards
- Created and developed the brand image for the largest College in the South East of England
- Designed a range of promotional materials for a number of award-winning Hampton Court Flower Show Gardens, including gold medal winners and best in show
- Proficient in QuarkXpress, Adobe Photoshop, Adobe Illustrator, Acrobat, Microsoft Word and PowerPoint and have excellent photography skills

Qualifications

Institute of Leadership and Management (ILM) Level 3 Award
Introduction to Web Design
Higher National Certificate in Graphic Design
BTEC National Diploma in Graphic design
9 GCSEs at grade C and above

Career History**Nikki Design**
2010-Present

Using my skills and knowledge as a Graphic Designer, I set up my own business as a Freelance Designer undertaking projects in developing new brand identities, building and designing website templates, setting up social networking pages, creating wedding stationery and event invitations, price lists for hair and beauty clients, leaflets, company brochures and art directing photo shoots.

Guildford Group College
2008-2011

Senior Graphic Designer managing a busy in-house design team consisting of two Graphic Designers and a Print Administrator for Guildford College, Merrist Wood College and Farnham Sixth Form College.

Key tasks include:

- Project managing all aspects of design work from creative concept, final artwork through to print and web based production
- Producing targeted campaigns for the five main college brands and developing them to meet government enrolment targets
- Managing an operational budget for the department and tendering for all print jobs, to meet financial regulations
- Art directing photo shoots and sourcing and purchasing stock photography.

Guildford College
1998-2008

Creative Graphic Designer for an in-house design team overseeing all aspects of design through to production.

Key tasks include:

- Managing two Assistant Graphic Designers
- Responsible for liaising with all departments and industry clients on artwork requirements, deadlines and print processes
- Creating and developing designs for prospectuses, annual reports, brochures, promotional leaflets and campaigns, adverts for trade, commercial and local press
- Working in accordance with corporate branding guidelines for all designed materials
- Designed and developed promotional stands and banners for Hampton Court and Chelsea Flower Shows, plus other educational and international shows.

Guildford College
1995-1998

Junior Designer overseeing all aspects of design work and setting up design styles and guidelines for the College.

Key tasks included:

- Creating eye-catching designs for posters, flyers and promotional material
- Setting up design styles for templates and adverts
- Turning around visual materials within tight timescales

Guildford College
1994-1995

Art Technician assisting tutors and students in lessons on GNVQ and BTEC courses. I also taught illustration techniques for a year.

Pitt Printing
1991-1994

Junior Graphics Assistant working part-time in a small yet busy printing, design and copying company, including basic business card and letterhead designs, photocopying, binding and a small amount of litho printing.

Interests

Photography, printing process, typesetting, new technologies, socialising, keeping fit and traveling most, recently to Africa, Asia, Europe and the USA.