

LISA VANMERSBERGEN

W159 N8368 Apple Valley Dr. #105 | Menomonee Falls, WI 53051 | (262) 442-7692
lisavanmersbergen@gmail.com | <http://lisavanmersbergen.wixsite.com/portfolio>

INTRODUCTION

Enthusiastic and hardworking Graphic Designer with extraordinary creative thinking and project design abilities. Adept multi tasker with the ability to bring simultaneous graphic design projects to completion with complete efficiency and accuracy. Able to work well independently or as a member of a professional team.

QUALIFICATIONS

TECHNICAL SKILLS

- ✓ Expert in Microsoft Office Suite
- ✓ Advanced in Adobe Photoshop and Illustrator
- ✓ Intermediate in Adobe InDesign, Flash, Dreamweaver, After Effects, Premiere Elements
- ✓ Advanced in Autodesk 3D Max
- ✓ Advanced in QuickBooks

INTERPERSONAL SKILLS

- ✓ Resourceful and creative brainstormer
- ✓ Strong work ethic
- ✓ Self-starter
- ✓ Quick learner
- ✓ Solid problem solver
- ✓ Outstanding team player

PROFESSIONAL EXPERIENCE

PANTHEON INDUSTRIES, New Berlin, WI
Marketing Assistant

4/14 – present

- Increased online presence with redesigned website pantheonindustries.org
- Implemented company's brand identity throughout creation of all marketing mediums
- Designed and created several different brochures, catalogs, quarterly promotional flyers, business cards, letterhead, signs, trade show banners, and any graphical design as needed
- Responsible for all social media marketing; Increasing presence by 100%
- Coordinated all marketing activities and campaigns
- Responsible for managing all fundraising accounts; Increased revenue by 30%

GREENFIELD CHAMBER OF COMMERCE, Greenfield, WI
Volunteer Web Designer

9/09 – present

- Built thegreenfieldchamber.com website and maintaining as instructed
- Animated new logo for website using 3D Max

ASSOCIATED PROPERTY MANAGEMENT, LLC, Milwaukee, WI
Office Manager

2/10 – 4/14

- Organized business from ground up to set the standards for efficiency, productivity, and generating revenue while focusing on the bottom line
- Creatively set up bookkeeping capabilities for out-of-state owner
- Set up and maintained all financials in QuickBooks
- Administered all facets of office management

PREUSSE ENTERPRISES, LLC, West Allis, WI
Office Manager / Graphic Designer

10/09 – 4/14

- Increased productivity and revenue by streamlining company standards and practices by 80%
- Branded company logo created in 3D Max and Photoshop
- Marketed materials via online presence to expand business
- Set-up and maintained all financials in QuickBooks

EDUCATION

ITT TECHNICAL INSTITUTE, Greenfield, WI
Associate of Applied Science Degree in Multimedia

3/06 – 3/08

- Graduated with a 3.69 GPA