



EMILY HOWELL

creative + graphic designer

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emilyhowelldesign.com

SKILLS

Adobe Photoshop	
Adobe InDesign	
Adobe Illustrator	
Adobe Dreamweaver	
Adobe Acrobat	
MS Word	
MS PowerPoint	
Video Editing	
Wordpress (CMS)	
HTML/CSS	
Constant Contact	

EDUCATION

J. Sargeant Reynolds Community College

Web Design Classes

2013 – 2014

Topics: HTML, CSS, and Dreamweaver

Virginia Commonwealth University

B.S. Mass Communications

Public Relations

2009 – 2013

Graduated Cum Laude

SPECIALTIES

- Logos and wordmarks
- Corporate branding
- Print design (ads, brochures, booklets, newsletters, mailers, infographics, etc.)
- T-shirts and other promotional products
- Large format exhibit displays
- Web page layout and design
- Digital graphics for websites and social media platforms
- PowerPoint presentation design
- Email campaign design
- Photo retouching and manipulation

PROFESSIONAL EXPERIENCE

Graphic Designer

Colliers International | Richmond, VA

April 2019 – Present

Design and develop marketing materials in support of the Richmond Investment Sales team and their multi-million dollar property marketing initiatives. Examples include offering memorandums, sales proposals, flyers, informational booklets, e-blast templates, and web graphics. Build custom maps/aerials, charts, and graphs for use in marketing materials. Enhance, edit, and/or color correct property photos.

Graphic Designer

Owens & Minor | Mechanicsville, VA

May 2015 – April 2019

Conceptualized and directed the visual style of company-wide and business unit specific communications projects. Designed print and digital collateral, including ads, marketing materials, internal communications materials, branding, and web graphics. Designed/laid out executive presentations for meetings and conferences and acted as presentation design support. Served as a liaison with external vendors, such as printers and freelancers.

Marketing & Public Relations Manager

Capital Ale House | Richmond, VA

January 2014 – May 2015

Created design materials, such as menus, ads, special event collateral, and point of sale signage. Managed the company's communication of upcoming events, news, and marketing efforts to local media outlets. Communicated internally to restaurant managers and staff of upcoming media placement and marketing efforts. Maintained and managed the company's social media presence and website.

Graphic Designer

N-Visioned Graphics, LLC | Mechanicsville, VA

March 2011 – January 2014

Designed a wide range of collateral for a variety of clients, such as logos, ads, brochures, flyers, coupons, newsletters, direct mailers, event invites, and business cards. Worked directly with clients to create their vision, conceive designs and meet deadlines. Properly packaged and set up files for print.