SAMPLE RESUME - NO EXPERIENCE

Jane Doe

123 Kennesaw Lane, Kennesaw, GA 30152 770-423-6555 - Jane.Doe@career.edu

EDUCATION

Kennesaw State University (KSU), Kennesaw, GA

Bachelor of Fine Arts in Art, Concentration: Graphic Communications

Expected Graduation May 2016

GPA 3.3; Dean's List

Related Technical / Academic Coursework

• Digital Design: Dreamweaver/Flash

• Advertising and Packaging

• Electronic Illustration

• Design Strategy and Presentation

RELEVANT EXPERIENCE

Cartoonist The Sentinel, Kennesaw State University, Kennesaw, GA

April 2014 - Present

- · Conceptualize cartoon ideas and convert into a digital graphic format using InDesign
- Create and supply weekly cartoons for the Comic section of the KSU campus newspaper

Summer Intern Atlanta Magazine, Atlanta, GA

May 2013-August 2013

- · Created page layouts for story pictorials, ads, and promotions using InDesign
- Developed creative uses of images and photographs as well as uses of color
- Worked with a team of 3 developers to design new website displays and graphics
- · Archived video and photography pieces into digital format
- · Coordinated with advertising vendors on design strategies and page layout

EXHIBITION

Advertising People, Kennesaw, GA

2014

• Group show of photography collections

ADDITIONAL EXPERIENCE

Panel Member Student Conduct & Academic Integrity Department,

August 2014-Present

Kennesaw State University Kennesaw, GA

- · Participate in hearings involving issues of student misconduct and academic dishonesty
- Hear students' appeals for parking citations

Student Assistant Career Services Center, Kennesaw State University, Kennesaw, GA January 2014-Present

- · Construct marketing materials for campus programming, including flyers, brochures, banners, and yard signs
- Oversee the Facebook and Twitter accounts of the Center by keeping information up-to-date
- Assist in setting up displays for employers before Career Fairs and other campus events
- Manage front desk area by providing customer service to students, alumni, and employers



