

COVER
LETTER OF

RACHEL MICHALKIEWICZ

STEADYFOX
DESIGN

1858 AVENIDA FLORES
ENCINITAS, CA 92024
{ 760 } 473-7689
STEADYFOX.NET

HEADER {

September 01, 2010

Hiring Manager for Graphic Designer:

{ YOUR COMPANY HERE }

Twin Cities Area, MN

ACTIVELY LOOKING
FOR NEW OPPORTUNITIES
IN OR NEAR THE TWIN
CITIES AREA.

DEAR
HIRING MANAGER:

I am inquiring about the open position of **Graphic Designer** at your Twin Cities location. I am looking for an energetic, cutting-edge company where I can make an immediate contribution using my wide range of design skills.

I have a Bachelor of Science in Digital Arts and Design from Full Sail University, as well as industry experience in product design, web development, and company branding. I have a very thorough knowledge of all Adobe Suite programs, as well as a very strong work ethic, and organizational skills. I am easygoing, but stay on task, and able to take direction and criticism. I also have years of experience with HTML, CSS, and some PHP. I have exceptional layout and typography skills, and experience working with InDesign, Flash, After Effects, and Final Cut Pro. I work collaboratively with others, or independently, to complete tasks

within their deadlines. I can juggle multiple tasks without being easily distracted. I am motivated and excited to work in a fast-paced design environment. I also have a very strong attention to detail. I am able to adapt my style for different demographics and media and strive to keep up with the progressing industry. With my diverse set of skills, determination, and my "can-do" attitude, I would be a great asset to your highly-talented staff.

Thank you for taking the time to read through my resume. You can find my online portfolio at <http://steadyfox.net>. Additional examples of my work can be viewed at my current employers' website, <http://thehidelifelife.com>. I would deeply appreciate your consideration for a position at your fine company.

{ SINCERELY }
Rachel Michalkiewicz

RESUME OF RACHEL MICHALKIEWICZ

STEADYFOX
DESIGN

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ENCINITAS, CA 92024
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OBJECTIVE {

{ Talented and creative graphic designer looking for a company where I can make an immediate contribution using my skills and education, and also gain experience to further enhance my skills in the design field.

EDUCATION {

Full Sail University AUG2007 - SEPT2009
Bachelor of Science in Digital Arts and Design
{ Graduated with a 3.87 GPA

SKILLS {

ADOBE

{ Photoshop
{ Illustrator
{ InDesign
{ Flash
{ After Effects

LANGUAGES

{ HTML & CSS
{ PHP & MySQL
{ Basic ActionScript

PLATFORMS

{ Mac OSX
{ Windows 98, 2000, XP, Vista

APPLE

{ Final Cut Studio

OTHER

{ Game mechanics and assets
{ Vector Illustration

AUTODESK

{ 3DS Max

ACHIEVEMENTS {

Course Director Award
{ in Graphic Design

INDUSTRY {

Damascus Media

Graphic Designer

SAN DIEGO, CA

MAR2010 / PRESENT

{ Apparel and print design for events

ITW Spacebag

Product Redesign

SAN DIEGO, CA

JULY2008 / FEB2010

{ Business card design for Sales Dept.
{ Redesigned Spacebag Storage Bag

Equine Appraisal

Logo Design

WESTERN MONTANA

FEBRUARY 2010

{ Logo design for Western Montana Equine Appraisal Services.

Full Sail University

Student

WINTER PARK, FL

AUG2007 - SEPT2009

{ Highly specialized school that simulates a real-world working environment
{ 8 hour days, 5 days a week of graphic design and business-related classes.

FOR MORE WORK EXPERIENCE, PLEASE VISIT MY
ONLINE PORTFOLIO { steadyfox.net }