**[Social Media Graphic Designer](https://www.postjobfree.com/resume/adyt1k/social-media-graphic-the-bronx-ny)**

**Location:**The Bronx, NY

**Posted:**August 10, 2023

**Contact Info:**

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**Resume:**

Nichelle Cox

347-766-9080 nichellelcox@gmail.com www.nichellaverse.com

Experience

Lead Creative The Nichellaverse October 2012 - Present New York, NY

● Conceptualize and execute engaging content and graphic designs for social media platforms

● Demonstrate creativity and originality in independent and freelance graphic design projects

● Conduct research to enhance user experiences and stay up to date with design trends

● Source vendors and suppliers for physical and digital assets, ensuring high-quality materials

● Successfully organize and curate art installations and fashion showcases Host The Smith (NoMad) November 2022 - April 2023 New York, NY

● Provided a warm and welcoming experience for guests, ensuring their comfort and satisfaction

● Managed reservations and resolved queries or conflicts with professionalism

● Collaborated with the team to create a visually appealing and hospitable dining environment Evening Office Manager St. Ignatius Loyola May 2019 - September 2022 New York, NY

● Managed reception area, creating a welcoming and professional atmosphere

● Provided administrative support, including preparing bulletins and marketing materials

● Maintained the organization and visual appeal of the reception area

● Implemented effective security measures during closing procedures Production Assistant MOS Printing Inc September 2019 - March 2020 New York, NY

● Interacted with customers, offering exceptional service and addressing inquiries

● Produced high-quality duplicated CDs and DVDs, adhering to specific client requirements

● Prepared and modified digital assets with precision and attention to detail

● Collaborated with the team to update and enhance marketing materials Graphic Designer YouthPRO Organization November 2017 - April 2018 New York, NY

● Designed engaging layouts for digital yearbooks and marketing collateral

● Created visually appealing sponsorship advertising and inserts

● Managed sponsorship payments and maintained communication with sponsors

● Conducted research and implemented improvements in operating systems and processes

● Coordinated the shipment of digital and printed final products Education

Brooklyn College Bachelor's Degree: Fine Arts August 2014 - May 2017 Brooklyn, NY Bronx Community College Associate's Degree: Art August 2012 - June 2014 Bronx, NY Skills

● Proficient in Adobe Creative Cloud applications, including Photoshop, Illustrator, and InDesign

● Strong knowledge of graphic design principles and typography

● Experience with digital art creation and manipulation

● Excellent understanding of social media platforms and content creation

● Familiarity with Microsoft Office suite and Google Suite

● Ability to learn new tools and technologies quickly