



Belinda Kveen
Graphics, Web and Interactive

612-387-8943 | Belinda@kveen.com

Skills

Adobe:

Photoshop *****
Illustrator *****
InDesign *****
Acrobat *****
Dreamweaver *****
After Effects ***
Flash ***
Soundbooth ***

Code:

HTML *****
CSS *****
AS3 ***
Java Script **
SQL **
.Net **
PHP *

Microsoft:

Word *****
Publisher *****
Excel *****
Power Point *****
Visual Studio ***

Education

**Bachelor of Fine Arts
Communications & Design**

College of Visual Arts
St. Paul, MN 2001

**Associate of Applied
Science Degree
Web Design &
Interactive Media**

The Art Institutes
International Minnesota
Minneapolis, MN 2011

I tackle any task head on, be it web, multimedia, motion, branding, or print. I love what I do. I work swiftly and learn with diligence. My passion and my capabilities can be seen in my design work.

Experience

Graphic/Web Designer,

NorthStar Capital Markets, St Paul, MN 2006–Present

As a Graphic Designer my responsibilities include creative services such as designing printed materials, Power Point presentations and online video tutorials. I oversee printing and production of any project. As a Web Designer I create and markup web site prototypes, work in front-end web development and maintain content and style updates of existing sites.

Junior Designer,

Mod & Co, St Paul, MN 2006

I worked with the Art Director throughout the creative process to create web site designs, logos, print ads, business systems, banners, brochures, billboards for a variety of clients.

Retail Manager,

Bon Appétit at Macalester College, St Paul, MN 2001–2006

As Retail Manager my responsibilities included marketing current café and catering promotions by direct mail and brochures. I worked with the Operations Director to coordinate and advertise student events involving the café. As head of an award winning safety committee, I was responsible for all current safety promotions and programs as well as the daily duty of managing a crew of up to thirty employees.

Graphic Design Intern,

S4 Design Minneapolis, MN 2000

As an intern, I helped design brochures, event invitations and print ads, I assisted in production of documents and layouts, organized files for output, loaded and tested new software and hardware, Archived and organized finished projects. I also created a company production procedures manual.