MAEWONG.COM

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MAE WONG

EDUCATION

Bachelor of Arts in Communication Design Elon University – Elon, NC

May 2021 GPA: 3.6

Relevant Coursework: Visual Communication, Writing for Visual Media, Web and Mobile Publishing, Design Strategies and Solutions, Fundamentals of Design

INTERNSHIPS

Web Design Intern (remote) @ Fifth Letter – Greensboro, NC

June 2020 – August 2020

- Created wireframes and layouts that led to the development of a new client website
- Designed layouts for print and websites along with online graphics based on client goals
- Performed concept development and ideation for design projects
- Effectively managed time in remote work environment to support clients in varying time zones
- Utilized video conferencing, chat platforms, shared documents, and instant messaging to successfully collaborate with others on the remote team

Design Intern @ Centerline Digital - Raleigh, NC

June 2019 – August 2019

- Designed digital and print collateral including brochures, tour books, websites, signage, direct mailers, and email campaigns for national clients
- Assisted in creating branding strategies for potential and current clients and aided in carrying out the creative process from initial brainstorming meetings to final printing and implementation
- Created social media strategy and content for client, increasing website engagement by 23%

SERVICE + LEADERSHIP

Graphic Design Director @ Elon Volunteers! – Elon University

August 2017 - Present

- Manage and organize Elon Volunteers! Public Relations team through new marketing ideas, management of content requests and project oversight
- Create engaging print and digital graphics for program areas using Illustrator
- Document events with a digital camera as requested by program areas

SKILLS

Adobe Photoshop, Illustrator, Premiere, After Effects; HTML, CSS; Canva; Hootsuite; Zoom; GoToMeeting; SharePoint; GoToWebinar; Dropbox; WebEX; Microsoft Word, Excel, PowerPoint