

CELL
217-891-0309

EMAIL
batty.ej44@gmail.com

WEBSITE
<http://trs.illinois.gov>
<http://jael.me>

COMMUNICATIONS AND
GRAPHICS DESIGN
Teachers' Retirement System
of the State of Illinois
1996 - present

EDUCATION
BA English/Creative Writing
University of Illinois

JAEL BATTY

As with many graphic designers, I wear many hats. I enjoy my job. At work and at home, I am a creative and I love to learn.

I have nearly 20 years experience in Communications working in print and digital design from concept to final product. I oversee external projects, mailings, and the budget. In addition, I am responsible for web and logo design. I work on both PC and Mac.

SKILLS

- layout and design
- photography
- photo manipulation
- color correction
- writing
- proofreading and copy editing
- web design and management
- seo
- logo illustration
- script writing
- budgeting
- bidding
- project management
- mailings
- vendor management
- Google analytics
- Google search

MEDIA

- formal reports
- newsletters
- email campaigns
- contracts
- publications
- presentations
- brochures
- epubs and digital media
- responsive webdesign
- apps

EXPERTISE

Adobe CC

ACE Dreamweaver
Illustrator
InDesign

Microsoft Office 2013

Word
Excel
Powerpoint

Programming

HTML5
CSS3
jQuery
SQL

Social Media

Google+
YouTube

Acrobat DC
Photoshop
Bridge

Outlook
SharePoint

PHP
XML
Bootstrap
Excel

Twitter
Facebook