

MATTHEW M. FRANCISCO

MULTIMEDIA | GRAPHIC DESIGNER
MMFRANCISCO.COM - PORTFOLIO

CONTACT

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- [LINKEDIN](#)

SKILLS

ADOBE PHOTOSHOP

ADOBE ILLUSTRATOR

ADOBE PREMIERE PRO

ADOBE INDESIGN

GOOGLE SUITES

MICROSOFT OFFICE

HTML5 & CSS3

AUTODESK MAYA

SKETCHUP

BLUEBEAM

WORDPRESS

BASECAMP

PROCORE

FIGMA

SLACK

ZOOM

LANGUAGES

ENGLISH ----- 10

TAGALOG ----- 8

SPANISH ----- 4

PROFILE

I am a Multimedia / Graphic Designer with 4+ years of experience in the creative industry and content creation. Having worked with many software programs in Adobe CC and more, I have been able to utilize my skills individually and within a group to help in creating successful outcomes

PROFESSIONAL EXPERIENCE

ADMIN. & DESIGN ASSISTANT - SUPERIOR INTERIORS, INC. JULY 2023 - PRESENT

- Manages and performs administrative support for team members. Prepares necessary documents and architectural design files, editing and marking up drawings for projects under strict production deadlines
- Communicates and assists Project Managers, Engineers, Contractors, Estimators, etc. to fulfill necessary project workflow for increase productivity

GRAPHIC DESIGNER - PROJECT | WEDDING CLIENT AUGUST 2022 - JULY 2023

- Maintained style guidelines, retouched photos for a wedding website, created signage/icons, and other graphics for a print production schedule
- Edited signage and other graphics using Adobe Photoshop and Illustrator while providing constant communication for any ongoing adjustments

SIGNAGE & PRODUCTION DESIGNER - CULMINATE DECEMBER 2021 - AUGUST 2022 - CONTRACT

- Adapted and aided in the design of content for a retail environment with strict production deadlines, including providing signage templates and organizing content in Adobe Photoshop, Illustrator, and InDesign
- Communicated delivery date timing to project managers, projected total hours needed for final design, and collaborated with the design team to meet quick turn requests

EDUCATION

BACHELOR OF ARTS - DIGITAL TECHNOLOGY & CULTURE WASHINGTON STATE UNIVERSITY

ASSOCIATE OF ARTS - GRAPHIC DESIGN CLARK COLLEGE