



# MICHELLE QUAIL

## g r a p h i c d e s i g n e r

### CONTACTS

973-934-5849

**Portfolio:**  
[michellequaildesign.com](http://michellequaildesign.com)

Rockaway, NJ 07866

[LinkedIn Profile](#)

### EDUCATION

**Currently enrolled in:**  
Digital Marketing &  
E-commerce Google  
Certificate Courses

**Montclair State University**  
College of Arts  
Bachelor of Fine Arts (BFA)  
Visual Communication Design  
May 2018

**Deans List:**  
Spring 2016, 2017, & 2018

### EXPERIENCE

#### **NK Architects, Morristown, NJ (2022 - 2024), Graphic Designer**

Solidified NK's brand identity, designed a system of cohesive external and internal templates: print, website media, email campaigns, client presentations, advertisements, event signage, favors, trade show displays and swag

Directed all photography from project photography to employee head shots to social media

Coordinated contract photographers for large projects and negotiated cost

Produced successful award submissions, which involved visual design, project narratives and firm statistics

#### **Foremost Groups, Inc., East Hanover, NJ (2019 - 2021), Graphic Designer**

Adjusted and processed all product images for main website, social media, print, advertisements and trade show exhibits

Served as in-house photographer for individual products, detail and beauty shots

Designed all external advertisements and internal announcements

Created all print materials including full magazine for Fine China products

Produced all packaging, instruction manuals and spec sheets for products

#### **The Westfield Group, Roseland, NJ (2018), Graphic Designer**

Researched, created speaking notes and designed a presentation for the CEO

Designed in-office invitations for upcoming holiday events/gatherings

#### **Ganton Studio, Cedar Grove, NJ (2018), Graphic Designer**

Assisted Senior Graphic Designer with redesigning their company's website

#### **Bernard W. Quail Jr. CPA, Denville, NJ (2012 - 2018), Admin. Assistant**

Designed and managed marketing website

Performed administrative tasks: digital filing, checked documents, posted payable documents, loaded new software, monitored bank balances and data entry

#### **Pearl Media, Fairfield, NJ (Summer 2017), Graphic Design Intern**

Prepared business presentations

Photoshopped store fronts, food trucks, interactive screens and event mock-ups

Worked on-site in NYC for promotional events run by JetBlue and vitaminwater (Coca-Cola)

Created subtitles for an Usher Syndrome Cycle event video

#### **Montclair State University (Spring 2017), Professor's Assistant**

Assisted Typography Professor with teaching Adobe After Effects

### SKILLS

**Adobe Creative Suite (InDesign, Photoshop, Illustrator, After Effects, XD, Premiere), Microsoft Office Programs, social media, beginner to Intermediate proficiency in HTML and JavaScript, beginner photographer**