



# Jessica Ottley

An accomplished graphic designer with 15+ years experience in customer service, a can-do attitude and a good sense of humor.

## SKILLS

Adobe Photoshop  
Adobe InDesign  
Adobe Illustrator  
Adobe After Effects  
Print Production  
Social Media  
Communication  
Organization

## LANGUAGES

English and French

## AWARDS

2018-2019 Season  
ariZoni Award Winner  
for Digital Media for  
"Newsies" production

## SCAN OR CLICK FOR PORTFOLIO



## CONTACT

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270 E. Elgin St. Gilbert, AZ

## EDUCATION

Grand Canyon University 2016 - 2018

Bachelor of Arts in Digital Design with an Emphasis in Animation

Arizona State University 2007 - 2010

Bachelor of Arts in Elementary Education - Summa Cum Laude

## EXPERIENCE

Graphic Designer - Ali & Ariel, Scottsdale, AZ

April 2021 - Present

Graphic Designer. Design for screen printing various custom bulk order items. Managed & Created Shopify/Printful listings. Responsible for creation and execution of weekly email newsletter (MailChimp & Klaviyo).

Graphic Designer - Hale Centre Theatre, Gilbert, AZ

March 2014 - Present

2016-Present: Graphic Designer. Created all show, website, & advertising graphics using Adobe Suite. Managed CSS website, ticketing system. 2014-2021: Production Assistant & Social Media Specialist. Managed Social Media business pages. Organized digital archives and helped with minor IT issues. Customer Service Representative, House Manager, Auditions Coordinator.

Operations Manager - Tina Marie Realty Group, Chandler, AZ

November 2015 - March 2016

Created advertising materials using InDesign and Photoshop. Managed WordPress website and Facebook business page. Organized contracts and client information digitally.

Substitute Teacher - CUSD, Chandler, AZ

November 2012 - August 2014

Missionary, French Speaking - Noumea, New Caledonia

March 2011 - September 2012

Photo Lab Manager/Sales Associate - Target, Gilbert, AZ

September 2007 - January, 2011

## ORGANIZATIONS

Arizona AIGA

August 2018 - Present