

Justin Schnees

jschnees.com

SKILLS

Software: Adobe Creative Suite: Photoshop, Illustrator, InDesign, Lightroom, Dreamweaver, AutoCAD, Bluebeam Revu

Code: HTML5, CSS3, JavaScript, Visual Basic, Java

EDUCATION

The Ohio State University, Columbus, OH – *Bachelors of Art*

Graduated December 2016

Specialization: Graphic and Print Design

Columbus State Community College, Columbus, OH – *Associate of Art*

Graduated December 2009

EXPERIENCE

PC Engineers , Columbus, OH – *MEP AutoCAD Drafter Assistant*

May 2017 – PRESENT

- Assist with the design of electrical, mechanical and plumbing plans for Residential, Commercial and Industrial Architectural projects
- Create technical drawings of utility equipment
- Design and maintained company website with media and projects
- Create Commercial and Residential energy code profiles for state compliance

Vestcom, Lewis Center, OH – *Laser Printer Operator*

October 2016 – May 2017

- Performed laser print functions on multiple printers following daily job schedules, while ensuring color quality standards
- Maintained records of jobs printed, supplies used, and work order system

EatNGage, Columbus, OH – *Freelance Graphic Design*

February 2017 – March 2017

- Meet with client to determine marketing and design vision, scopes of work, and budgets and deliverable timeframes.
- Created four design mockups for viewing and critique and submitted finalized work with added variable data and correct print formatting

Interfax, Columbus, OH – *Freelance Graphic Design*

February 2017 – February 2017

- 99Designs contest winner of a double sided business card
- Researched company website and competitors for design inspiration
- Submitted seven design mockups for viewing and critique and submitted finalized work with added variable data and correct print formatting

Office Max, Columbus, OH – *Design and Print Specialist*

October 2015 – October 2016

- Designed creative marketing solutions utilizing a wide range of digital and print media platforms, ensuring consistency in a client's corporate and promotional brands.
- Conceived and executed multiple orders within a working day and concisely present finalized ideas and printed material to clients, within the same working day.

Kroger Marketplace, Columbus, OH – *Lead Scan Coordinator*

October 2015 – October 2016

- Created documentation and training packet for File Clerk position
- Trained over 20 new and existing file clerks within the company on sign standards and best practices
- Designed marketing materials such as brochures, bag stuffers and flyers for in store held events
- Interact with corporate marketing and development teams to ensure advertising displays are accurate to promote sales

Assistant Store Recruiter

January 2014 – September 2016

- Provides job candidates by screening, interviewing, and testing applicants; notifying existing staff of internal opportunities; maintaining personnel records; obtaining temporary staff from agencies
- Provide application information; helping with form completion; verifying submission; notifying employees of approvals
- Provide orientation information packets; reviewing company policies; gathering withholding and other payroll information; explaining benefit programs

Store Clerk/Cashier

August 2008 – January 2014

- Assist with general store maintenance
- Assist with stocking shelves, ordering stock and other department duties
- Assist with customer service related duties offering assistance, answer questions and cashier