

Paul Carroll

612.644.4240

hello@paulcarroll.info

www.paulcarroll.info

35 Sidney Pl

Minneapolis, MN 55414

EDUCATION University of Minnesota – *Minneapolis, MN* 2005 – 2010
Graphic Design B.S.

EXPERIENCE 2008 – 2009 *University of Minnesota Extension Department*
Minneapolis, MN

Web Communications Specialist

Part of a team in charge of updating 25 multi-department websites via remote correspondence. Duties ranged from entire web layouts to more specific data entry. Gained experience handling several out-of-office colleges under tight deadlines.

2007 – 2008 *University of Minnesota Housing & Residential Life*
Minneapolis, MN

Graphic Designer

Worked as part of a large office in charge of all graphic design related decisions. Duties included a wide range of projects, from brochures to illustrating several poster series currently on display in the 11 residence halls. Additional time was spent developing and maintaining the department's website. During the complete overhaul of the Off Campus Housing website, gained experience with coordinated Usability Testing.

2006 – 2007 *Kiwi Design*
Richfield, MN

Graphic Designer

Worked within a small menu board company, in charge of nearly all layout and planning. Gained valuable experience following detailed instructions from customers by way of email and phone correspondence. Extensive time was spent within CorelDraw 11 and Photoshop CS3 meticulously refining customers' orders. In addition to traditional print work and data entry, the entire company website received a much needed face lift.

SKILLS Proficient within Adobe Illustrator, Photoshop, InDesign, Dreamweaver and Flash. Web development experience with HTML and CSS. Comfortable within both Windows and OSX environments.