TRACY TOMEI

CONTACT

TRACYTOMEI@GMAIL.COM

TRACYTOMEI.COM

SKILLS

- Photoshop
- Illustrator
- InDesign
- Word
- Powerpoint
- Excel
- Social Media
- CMS and Wordpress
- Bibliographic Databases
- Citation software
- Scanning
- Photography
- HTML
- CSS
- Marketing/Copy Writing
- Working independently
- Multi-tasking
- Team Work/Collaboration

EDUCATION

MASTER OF LIBRARY AND INFORMATION SCIENCE *(in progress)*
University of Pittsburgh / Pittsburgh, PA
Expected Graduation: April 2020 / Current GPA: 3.9

BACHELOR OF SCIENCE, GRAPHIC DESIGN
Pennsylvania College of Technology / Williamsport, PA / 2008 / 3.36 GPA

EXPERIENCE

UNIVERSITY OF PITTSBURGH
Art Director / March 2019 - present / Pittsburgh, PA
Graphic Designer / August 2016 – March 2019

Generate designs for print and web communications for Pitt Alumni and Advancement events and programs. Work closely with social media, email, and marketing campaigns. Collaborate with various departments throughout the University for projects and design needs. Coordinate with printers and make tight deadlines. Supervise design intern.

PENN STATE UNIVERSITY
Graphic Designer / June 2014 – August 2016 / University Park, PA

Design websites and work with clients from various departments within the College of Liberal Arts, create print projects, collaborate with developers to implement designs/themes while complying to the PSU brand guidelines.

WOOLRICH, INC.
Graphic Designer / Mar 2011 – June 2014 / Woolrich, PA
Design graphics for website, design catalog pages and print projects, conceptualize and design e-mail campaigns, provide art direction for photography, strategize social media campaigns, color correct images to match clothing for catalog and print, etc.

INBOX360 / MARKETSMART360
Graphic Designer / Dec 2008 – Mar 2011 / Williamsport, PA
Design and code e-mail newsletters and landing pages; design fliers and brochures.