

Leah Hough



**Objective** To obtain a position as a Graphic Designer that gives me the opportunity to use my artistic, technical, and professional skills in a friendly and professional group environment.

**Education** -**Winter 2004-Spring 2006, Riverside Community College**  
AA with an emphasis in Visual Art. Graduated with Distinction. Vice President of the Art Club for the 2005 Fall semester.

-**Fall 2008-Winter 2012, California State University San Bernardino**  
Graduating March 2012 with my B.A. in Art-Graphic Design.

**Experience** -**December 2010-Present, Freelance Designer for \*Various Clients**

Designing blog headers and logos for \*sumflourpower.blogspot.com, polkadottedbluejay.blogspot.com, and E.P.I.C. Youth.

-**October 2007-April 2011, The Community College Foundation**

*Tutor* of K-8th grade students in Math and Language Arts. I used my interpersonal skills to identify the client's needs, develop a strategic plan, and responsibly follow through in order to expand the client's knowledge of the subjects with which they struggled.

-**Sept 2009-Nov 2010 and Feb-April 2011, Acura of Riverside**

My time as a *Concierge/Cashier* at Acura allowed me to implement my organizational skills in filing for all departments, keeping an Excel spreadsheet of all sales while double checking actual cash, credit cards slips, and checks, and also using organization in restocking the office supply room and completing custom orders.

-**November 2006-February 2008, Harvest Christian Fellowship**

*Resource Processor* for Greg Laurie's call center for radio, TV, and Crusade outreaches. My duties included data entry, taking orders over the phone, processing orders and donations by phone, internet, and mail, solving returned mail problems, and efficiently keeping up with the Needs More Information and Credit Card Decline folders.

-**October 2003- November 2006, Macy's**

*Sales associate* at Macy's, formerly called Robinsons May. Assisting guests at the register and on the floor, organizing and cleaning my departments, preparing new stock then filling in racks and tables on the selling floor, price change implementation, opening credit card accounts, and opening and closing registers.

**Specialties** Proficient in Illustrator and Photoshop and have a good knowledge of InDesign (CS4 & 5). Some knowledge of Cinema 4D from one quarter at CSUSB. Before 2008, I worked solely on PC's with Windows 98 and XP using Microsoft programs such as Word, Powerpoint, Excel, and Outlook. Now I work on Mac with Snow Leopard and Lion. I have experience with oil, acrylic, pencil, colored pencil, conte crayon, charcoal, watercolor, scratchboard, mixed media, and artist pen media.