



# KELLY UGENTI

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NEWEST WORK: WWW.KELLYUGENTI.COM/PRIVATE-PORTFOLIO

## MICHAEL C. FINA RECOGNITION

Employee Recognition Services

Long Island City, NY • *October 2015 – Present*

- ◆ Achievement Highlight: Transition from in-house production and design to agency-like environment
- ◆ Develop personalized concepts and maintain brand management for clientele
- ◆ Expand variety of media to include all forms of print, digital design and product development
- ◆ Coordinate with account management and sales teams

## SAM ASH MUSIC

Music Retailer

Hicksville, NY • *November 2011 – October 2015*

- ◆ ACHIEVEMENT HIGHLIGHT: Coordinated special event promotions with retail managers and product vendors
- ◆ Designed catalog layout, web graphics, and store signage
- ◆ Collaborated with writers and product managers during catalog development
- ◆ Designed print advertisements for local journals

## NATIONAL ARBITRATION & MEDIATION

Alternative Dispute Resolution

Garden City, NY • *April 2010 – September 2011*

- ◆ ACHIEVEMENT HIGHLIGHT: Self-managed all creative and marketing initiatives
- ◆ Designed print and web collateral
- ◆ Coordinated with publication vendors
- ◆ Introduced and maintained social media marketing

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## PRO BONO: RONALD MCDONALD HOUSE OF LONG ISLAND

New Hyde Park, NY • *July 2015 – February 2016*

- ◆ Volunteer designer for collateral and fundraiser advertising

## STYLESIGHT

Fashion Trend Forecasting & Analysis

New York, NY • *June 2008-February 2010*

- ◆ ACHIEVEMENT HIGHLIGHT: Developed template system increasing production efficiency throughout company
- ◆ Designed fashion trend reports, hero images, and textile graphics
- ◆ Edited and enhanced fashion photography
- ◆ Coordinated report content and layout with editing team

## KELLY UGENTI DESIGNS

Freelance Design Services

*June 2007 – Present*

- ◆ Independently design print and web collateral according to client's specifications
- ◆ Work one-on-one with clients

## COMPUTER SKILLS

- ◆ Adobe Creative Suite
- ◆ Constant Contact
- ◆ Photo Editing
- ◆ Salesforce
- ◆ Microsoft Office
- ◆ HTML/CSS
- ◆ Social media
- ◆ File Management

## EDUCATION/AWARDS

- ◆ Long Island University, C.W. Post Campus; Brookville, NY
- ◆ B.F.A in Digital Art & Design, May 2008
- ◆ Magna Cum Laude, Honors Society