



## **Polly Hemingson**

Web & Graphic Designer  
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## **Education**

**The Art Institute of Austin**  
*BFA Web and Graphic Design*  
May 2012 - March 2017

## **Skills**

Adobe Illustrator  
Adobe Photoshop  
Adobe Indesign  
Microsoft Office  
EnRoute  
VersaWorks  
Flexi  
Vinyl Master  
Brackets  
Wordpress  
HTML  
CSS  
Javascript  
Jquery  
UX/UI Design  
Responsive Design  
Web API Keys  
SEO Integration  
MySQL  
Roland Printer  
Mutoh VJ Printer  
SC Plotter

Through graphic design and web development, I focus on translating client needs and ideas into memorable, effective, and aesthetically pleasing end results. A mastery in both disciplines allows for unique comprehensive products that are highly functional, responsive, clean, visually appealing, and designed to promote an accurate representation of the client's identity.

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## **Experience**

### **Front Range Sign Company aka Greyhawk Signs**

*Senior Graphic Designer*  
May 2018 - Oct 2020

- I produce renderings using precise scaling and photo-realistic effects to provide clients with accurate expectations and previews of the finished signage.
- Manipulate client's logo and branding to meet signage criteria, while maintaining brand aesthetics and guidelines.
- Convert design files into production art files using EnRoute and Versaworks.
- Design and produce marketing materials such as temporary banners/window vinyl window wraps/etc. which often supplemented signage.
- Work directly with clients, and oversee collaboration among management, production and installation teams on all accounts to produce and deliver final product to customers.

### **Aquaholics Watercraft Rental/Dodd Street Marina**

*Web and Graphic Designer/ Office Manager*  
May 2015 - Sept 2015, May 2016 - Sept 2016, May 2017 - Dec 2017

- Re-design logo to enhance company's identity.
- Design and develop responsive website introducing new features that creates an efficient user interface and experience.
- Project Manager responsible for overseeing the collaboration of the team and client throughout development of the website.
- Design marketing materials such as business cards, brochures, flyers, and staff uniforms.
- Implement new billing procedures, processes, and protocol.
- General administrative, organizational, and customer service tasks demonstrating effective communication skills, both verbally and written.

### **Balfour**

*Graphic Design/ Account Manager*  
Sept 2015 - May 2016, Sept 2016 - May 2017

- Design coupons, flyers, email reminder templates for distribution to customers.
- Design order forms creating a clean layout to improve efficiency and readability.
- Onsite visits to high schools for promoting, fitting, and ordering merchandise.
- Work with manufacturing plant for filling and tracking orders.
- General administrative, organizational, and customer service tasks demonstrating effective communication skills, both verbally and written.

### **Health First Chiropractic Center**

*Web and Graphic Designer*  
Oct 2014 - May 2015

- Design and develop responsive website.
- Design iconography to expand overall brand and identity.
- Design weekly newsletters and email templates for communication to clients.
- Design posters, banners, coupons, gift cards, etc.
- Re-design logo to illustrate client tactic through color compatibility.
- Develop marketing strategies for company events.
- Maintain photographs/edits of employees showcased on website.