

Patrick Saunders

Experienced Freelance Graphic Designer and Customer Service Expert

Cheswick, PA 15024

patrickm.saunders@gmail.com

724.263.0568

- Bachelor of Fine Arts degree, concentration in graphic design
- Multi-talented, deadline driven, detail oriented, hard working professional
- 12+ years of freelance graphic design experience, including corporate branding
- 15+ years of customer service skills and hands-on in-store sales insight
- Strong knowledge of Adobe Creative Suite: Photoshop, Illustrator, InDesign
- Working knowledge of Microsoft Word and Excel
- Extensive Macintosh experience, comfortable with PC platform
- Analytical thinker, problem solver, ability to multi-task in an organized manner
- Outstanding interpersonal and communication skills, positive up beat attitude
- Portfolio work available online at SaundersPatrickM.com

Authorized to work in the US for any employer

Work Experience

Freelance Graphic Designer and Owner/Operator

Saunders Visual Communications - Cheswick, PA

November 2009 to Present

- Procuring clients and assessing needs through comprehensive evaluations
- Managing full cycle production of customized market-ready art files
- Combining creativity, speed, and accuracy to meet all project deadlines
- Day-to-day management; correspondence, billing and company finances
- Professional client experience; Walnut Grill Restaurants, Lazor Yost Marketing & Design, and Express Printing and Graphics
- Portfolio work available online at SaundersPatrickM.com

Assistant Manager

Walmart BP / Anthony's Pizza and Subs - Natrona Heights, PA

May 2019 to August 2022

- Assist the General Manager by overseeing all day-to-day operations
- Know, follow, and enforce all store rules, policies, and procedures
- Ensure quality food preparations and courteous guest relations
- Resolve guest concerns and complaints quickly and efficiently
- Weekly scheduling of 24hr operations, assistance with daily books
- Assist with hiring, training, discipline, and termination processes
- Weekly ordering, pricing, and margin management of beer sales
- Collaborate with vendors, ensuring timely and accurate deliveries

Overnight Supervisor

Sheetz - Creighton, PA

August 2018 to May 2019

- Hospitality representative, ensuring excellent guest relations
- Prepared quality products, consistently, promptly, and safely
- Maintained stores visual appearance and product freshness
- Trained fellow team members and other duties as assigned

Server/Waiter and 'In-House' Freelance Graphic Designer

Walnut Grill Holdings LLC - Aspinwall, PA

September 2009 to August 2017

- Hired as Server/Waiter, Graphic Designer role achieved based on proven abilities
- Preserving Walnut Grill corporate branding, while adhering to industry guidelines
- Worked independently on an extensive variety of requested creative projects
- Start-to-finish production; menus, posters, magazine ads, brochures, direct-mail pieces, digital media ads, product labels, and an array of event and promotional materials varying in themes and seasonal motifs
- Portfolio work available online at SaundersPatrickM.com

Server/Waiter

Applebee's Restaurant - Tarentum, PA

December 2008 to September 2009

Graphic Designer and Typesetter 'Holiday Temp Position'

The Horse Trader Printing & Publishing

November 2008 to December 2008

- Created advertisements used in weekly-published local paper
- Researched and created ads based on customer focused identities
- Managed advertisement inventory by delegated job codes

Server/Waiter

The Olive Garden Italian Restaurant - Pittsburgh, PA

October 2006 to November 2008

Graphic Designer (Internship)

Giant Eagle Inc. Advertising Department - Pittsburgh, PA

June 2005 to August 2005

Graphic Designer, Intern

- Collaborated in a team environment to produce creative solutions
- Adhered to corporate identity while producing creative content

Education

Bachelor of Fine Arts in Graphic Design

Robert Morris University

May 2006

Skills

- Photoshop
- Illustrator
- Indesign
- Microsoft Office
- Graphic Design
- Management
- Art Direction
- Print Production
- Typography
- Adobe Creative Suite
- Branding
- Layout Design

Links

<http://www.SaundersPatrickM.com>

Awards

Media Arts Award - Robert Morris University

January 2005

- Selected projects chosen for University Archive Collection

Assessments

Verbal communication — Expert

April 2018

Measure a candidate's ability to effectively convey information when speaking.

Full results: [Expert](#)

Written communication — Proficient

April 2018

Measures a candidate's ability to convey written information using proper grammar rules.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.