

# JENUINE

## Jennifer Kim Van Nguyen

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## EDUCATION

California College of the Arts / Summer 2009  
Extended Education - Publishing  
San Francisco, California

## Bachelor of Science in Design / 2003-2008

Emphasis on Visual Communications  
University of California, Davis

## UC Davis Summer Abroad / August 2008

Heinrich-Heine-Universität  
Düsseldorf, Germany

## SKILLS

### Technical Proficiency

Adobe CS5: Dreamweaver, Flash  
Adobe CS5: Illustrator, InDesign, Photoshop  
Microsoft: Excel, Outlook, PowerPoint, Word  
Actionscript 2/3, CSS, xHTML, jQuery  
Mac and PC Platforms  
CMS Experience: Basecamp

### Language

Fluency in English and Vietnamese  
Conversational German

### Traditional Art

Photography: Manual, Digital, Lomography  
Drawing, Inking, Painting, Screen-Printing

## AWARDS

### Philanthro Volunteer Recognition Award

Philanthro Productions, San Francisco /  
July 2010

### Outstanding Contribution to Design Award

University of California, Davis / June 2008

## PROFESSIONAL EXPERIENCE

### Philanthro Productions - San Francisco

Chief Marketing Officer / April 2010 - Present

- + Remotely managed nonprofit marketing team consisting of Director of Online Marketing & Social Media, Director of Public Relations, & Creative Art Director
- + Developed and managed all online and social media marketing touch points
- + Collaborated with the board of directors; corporate; San Francisco, San Diego, and Los Angeles C-level officers; nonprofit beneficiaries and partners
- + Researched, analyzed, and monitored technological, demographic, and financial factors in order to create high traffic, attendance and success rate
- + Oversaw Philanthro SF's brand identity and messaging for all communication channels (i.e., website, e-commerce, email marketing, Facebook, Twitter, etc.)

### Hyphen Magazine - San Francisco

Editorial Graphic Designer & Design Assistant / October 2008 - August 2010

- + Remotely managed advertisement sales and space reservations in each issue
- + Designed graphics for print and web for nationally distributed nonprofit
- + Worked closely with art, photography, editorial, business and operations team
- + Edited layouts and provided quality control before final print and distribution

### Junshien Photography - Campbell

Studio Project Manager / April 2010 - July 2010

- + Remotely managed international designers, editors and photographers
- + Demonstrated a constant pursuit of creative solutions, more efficient business procedures and positive rapport with customers and coworkers
- + Supported company with aspects of brand development
- + Assisted on photography shoots and maintained calendar and travel arrangements for studio principal
- + Organized systems to streamline workflow and provided general administrative support for studio principal

### Philanthro Productions - San Francisco

Creative Art Director / April 2009 - April 2010

- + Remotely planned charity benefits and acted as liaisons between other nonprofit organizations, venues, sponsors, private owners and corporate partners
- + Designed all print, packaging, social media and web graphics for nonprofit
- + Designed email marketing and PowerPoint presentation templates
- + Corresponded and collaborated with Los Angeles and San Diego branches
- + Managed operations and marketing team to produce an art auction benefit
- + Collaborated with Corporate to create and submit proposals

### Alejandrino Partners - San Ramon

Contract Designer / August 2009 - December 2009

- + Worked with design firm's nonprofit and corporate clients
- + Worked with Basecamp as primary CMS
- + Designed motion graphic PowerPoint for Youth Homes's Black Tie Gala
- + Worked on marketing email templates and messaging for Kerio Technologies
- + Developed website templates for My Social Blend, a social media company

### Fremont Community Church & Christian Community Schools - Fremont

Graphics and Publications Designer / December 2008 - July 2009

- + Designed brochures, newsletters, ads, logos, mailers, flyers and web banners
- + Oversaw all graphic materials from all departments of nonprofit
- + Managed all marketing efforts and maintained relationships with vendors

### UC Davis, Advising Services: Technology and Communications - Davis

Communications Assistant IV / March 2007 - June 2008

- + Designed and produced print, identity systems, and marketing materials
- + Communicated with clients and vendors
- + Maintained administrative responsibilities and updated production schedules
- + Filed, catalogued, proofread and prepared pre-press files for printing
- + Participated in all phases of the design process