

MARGRET PUNZALAN

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objective To work with a creative team to solve design problems through collaboration, exploration, and learning.

experience **STRATEGIC PROJECT MANAGER**
HUMANSCALE CORPORATION, APR 2018–PRESENT

- Created visual reference materials for team of 80+ leadership and sales support team members on various complex topics.
- Recreated customer-facing printed and digital materials to align with updated company branding.
- Partnered with other teams in organization to improve internal processes and document new procedures.

SALES SUPPORT TRAINER
HUMANSCALE CORPORATION, JUN 2017–PRESENT

- Designed training materials for training sessions.
- Created and published bi-weekly training reference guides to facilitate understanding of updates.
- Conducted weekly training sessions with international team members in Europe and Asia to prepare for launch of new system.

ASSISTANT EVENT PHOTOGRAPHER/CINEMATOGRAPHER
RYAN FABIAN PHOTO + FILM, JAN. 2012–PRESENT

- Assisted in photography of weddings and other large-scale events.
- Edited video footage to create story-based films.
- Coordinated pre-event activities/meetings and post-event follow-up.
- Designed promotional materials.

EDUCATION

Bachelor of Fine Arts, Graphic Design
Academy of Art University
San Francisco, California
December 2018

DESIGN SKILLS

Branding
Packaging
Print
Typography
UX/UI Design
Web Design
Motion Design
Photography

SOFTWARE SKILLS

Adobe Creative Suite
InDesign
Illustrator
Photoshop
After Effects
Microsoft Office

TECHNICAL SKILLS

HTML/CSS/JavaScript
Familiar with WordPress/PHP/Sass

ADDITIONAL SKILLS

Brand Strategy/Research
Client Relationship Building
Communication
Leadership
Problem-solving
Project Management
Training
Vendor Relationships