### **ABOUT ME**

Friendly, hard-working, reliable, timely, artistic, fun, caring, social, and kind

### CONTACT

- (a) lyznyxcreations@gmail.com
- (956)-545-5881
- facebook.com/groups

## **SKILLS**

Proficient in Microsoft suite, Adobe PDF. Illustrator, XD, InDesign, and Express.

Painting, drawing, crafting, organizing, and illustrating.

# ELIZABETH VILLARREAL

# GRAPHIC DESIGNER

#### PREVIOUS JOB EXPERIENCE

Administrative Assistant for the Veterans Upward Bound at the University of Texas Rio Grande Valley 2020-2022

- Event planning, budgeting, and marketing
- Office management

Administrative Assistant for the Dean of Humanities at Texas Southmost College 2018-2020

- Event planning, budgeting, and marketing
- Office management

Knowledge Operations Specialist/Airmen in the United States Airforce

- Computer training on safety procedures
- Basic communications assistant
- Webpage maintainer for 52d maintenance group

### **EDUCATION**

Associate of Applied Sciences in Business Management and Technology from Texas Southmost College 2018

Bachelor of Arts in Graphic Design from the University of Texas Rio Grande Valley 2024

### REFERENCES

Lizette McNain VA Specialist 956-765-4433

Felipe Zamora Security Officer 956-433-6413

Nasaria Medina Interior Decorator 956-365-7789