



## JIM DEWAN

### LOCATION

Langhorne, PA

### MOBILE

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### EMAIL

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### PORTFOLIO

[www.jjdewan.com](http://www.jjdewan.com)

### SITES

[LinkedIn](#)

## SKILLS

### ADOBE CC

Acrobat  
InDesign  
Illustrator  
Photoshop  
Premiere Rush

### MICROSOFT OFFICE

Excel  
Outlook  
Word

### ADDITIONAL SKILLS

Adroll  
Canva  
Dropbox  
HTML  
MailChimp  
Meta  
Shopify  
SquareSpace  
Wix  
YouTube  
Zoho Campaign

### SOCIAL MEDIA

Facebook  
Instagram  
LinkedIn  
Pinterest  
Twitter

## EDUCATION

### NEW JERSEY CITY UNIVERSITY

B.A. GRAPHIC DESIGN

## OBJECTIVE

I am actively pursuing a dynamic role where I can apply my creativity, design, and production skills to contribute to the success of a thriving company. I aim to progress within the organization, leveraging my expertise in graphic design, web production, email marketing, and the Adobe Creative Suite. Whether working collaboratively or independently, I am dedicated to maintaining high standards and surpassing client expectations. With strong analytical, interpersonal, and project management skills, I am self-motivated and detail-oriented, thriving in fast-paced, deadline-oriented environments.

### ELECTRIC BIKE TECHNOLOGIES, INC. — GRAPHIC/WEB DESIGNER | AUGUST 2019 — FEBRUARY 2024 | CROYDON, PA

- Executed updates and created ads in line with Electric Bike Technologies' branding guidelines.
- Developed web banner ads for retargeting on websites using AdRoll.
- Designed user-friendly e-Bike PDF Manuals, seamlessly integrating them into the brand's website.
- Innovatively crafted thank-you postcards with custom QR codes linking to e-bike PDF manuals.
- Managed design and production of brochures, business cards, stickers, postcards, web, and print ads, collaborating with print companies.
- Maintained and updated Shopify websites for all five brands.
- Designed and executed seamless email templates and campaigns using Mailchimp and Zoho Campaign.

### FREELANCE — GRAPHIC DESIGNER | MARCH 2011 — JULY 2019

- Revamped the A&B Sunrooms and Remodel website using Wix, creating engaging content for both the website and social media.
- Optimized SEO and local listings for the A&B Sunrooms and Remodel website.
- Executed redesigns and developed print and web-ready logos for various clients, including Kelly Landscape, and Perez Agency.
- Designed and coded email campaigns, implementing best practices through testing and issue resolution for Dentino Marketing/MasterCard.
- Created collateral material such as brochures, ads, and postcards for SKINmed.

### VILLANOVA UNIVERSITY — FREELANCE PRODUCTION ARTIST | JANUARY 2017 — NOVEMBER 2018 | VILLANOVA, PA

- Updated and created ads based on Villanova University branding guidelines.
- Supported art directors in designing ads, brochures, charts, and other collateral materials.
- Designed banner ads for social media.
- Packaged digital files according to supplied specifications for the university's printer.

### VANGUARD FINANCIAL — FREELANCE PRODUCTION ARTIST | MAY 2018 — JUNE 2018 | MALVERN, PA

- Updated and versioned brochures, white papers, hard cards, and presentations based on Vanguard Financial branding guidelines.

### COVANCE — FREELANCE PRODUCTION ARTIST | JULY 2017 — MAY 2018 | PRINCETON, NJ

- Designed cell sheets, bio sheets, white papers and case studies based upon the Covance branding guidelines.
- Creating snapstats for social media, web and internal use.

### ALPHABRODER — PRODUCT DESIGNER | OCTOBER 2017 — MARCH 2018 | FEASTERVILLE/TREVOSE, PA

- Designed creative elements for all sales, flyer's and presentation decks.

### MRM//MCCANN — FREELANCE GRAPHIC ARTIST | JANUARY 2011 — FEBRUARY 2011 | PRINCETON, NJ

- Updated existing ads and created secondary pages based on brand guidelines.
- Assisted the creative team in creating and updating mock-ups and presentation boards for clients such as Bristol-Myers Squibb, Educational Testing Service (ETS), Avis, and Aircraft Owners and Pilots Association (AOPA).

### OXFORD COMMUNICATIONS — PRODUCTION ARTIST | JANUARY 2007 — DECEMBER 2010 | LAMBERTVILLE, NJ

- Updated existing ads and created secondary pages based on brand guidelines.
- Ensured quality control of ads and email campaigns.
- Prepared digital files to correct specifications for vendors.
- Served various clients, including Prime Retail, Legends Outlets, Quick Check, Amerlux, Philly Soft Pretzel, Bucks County, Beazer Homes, NJCU, Penn's Purchase, Drexel University, First Choice Bank, Pinnacle Homes, and Sesame Place.