



# HOMER ORTEGA

visual artist

bachelor of arts in graphic design

## SKILLS SET

### Software Skills

SalesForce

EagleSoft

Word, Docs

Excel, Sheets

PowerPoint, Slides

Photoshop, Procreate

Illustrator, Fresco

InDesign

VideoLeap, Premiere Pro

WordPress, HTML

### Social Media Skills

Content Creator

Engagement & Growth

Online Review Management

### Interpersonal Skills

Customer Service

Human Resources

Instructional Training

Event Management

## OUTLINE

Visual Artist thriving in collaborative and independent environments. Never shy from the task at hand, skill set highly adaptable to offer the most advanced, yet applicable solution. Confident in ability & dependability to follow through and deliver.

## EXPERIENCE

### Design & Production Manager: CSA Education

02/2023 – Current

Management of design, editing and production for instructional design art and client CMS projects. PM streamline and database management research.

### Freelance Production Artist: Homer Ortega

01/2019 – 2/2023

Graphic design editing and production art for instructional design projects.

Documentation merging/formatting, readability editing and file organization.

### Social Media & Events Manager: Far West Management

06/2020 – 04/2022

Managed online review sites, created social media content, produced and organized product images for online retail and planned all onsite and off site events.

### Office Coordinator: Dentistry by Design

08/2017 – 11/2018

Coordinator at 2 offices, scheduled appointments, created in-office forms and marketing collateral for all offices. Local and regional ads, special engagement promo items.

