

ALEXIS JOANNOU

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Work Experience

Self Employed

FREELANCE GRAPHIC DESIGNER – WEDDING EVENTS

Thousand Oaks, CA

Jun 2024 – May 2025

- Designed and produced custom decor for weddings and related events, including welcome signs, table seating charts, and themed signage tailored to each couple's unique style.
- Created personalized bridal shower signage and decorative elements, as well as custom party favors featuring individual guest names for bachelorette parties.
- Used Adobe Illustrator and Cricut Design Space to develop intricate, on-brand vector graphics and layouts for vinyl cutting and precision crafting. Applied vinyl by hand to a variety of surfaces such as wood, acrylic, cardstock, glass, poster board etc. to produce polished, aligned, professional-quality physical designs.
- Managed all aspects of production, from concept through final assembly and delivery, ensuring a cohesive visual experience across multiple event types.

Storm-Larsen & Co.

TAX PREP CLERK – TAX SEASON

Thousand Oaks, CA

Feb – Apr 2020, 21, 22, 25

- Scanned, imported, and organized sensitive financial documents with a high level of accuracy and confidentiality. Assembled and packaged completed tax returns for clients, ensuring all necessary forms and documentation were included. Communicated with clients via phone and email to provide status updates, request missing documents, and answer basic inquiries.
- Maintained meticulous filing systems for physical and digital records to ensure easy retrieval and compliance with firm standards. Managed office tasks during peak tax season, including data entry, document preparation.

Princess Cruise Lines

DESIGN SPECIALIST - PROJECT HIRE

Remote

Feb 2024 - Mar 2024

- Developed creative concepts and produced designs for various visual materials, including those for current ships and the new Sun Princess, using InDesign and Photoshop, resulting in visually appealing materials that resonated with the cruise line's target audience.
- Worked closely with the Photo Department to ensure all designs adhered to brand guidelines, maintaining consistency in color schemes, logos, and slogans, which enhanced brand recognition across all visual materials.
- Collaborated with team members both onshore and onboard using Microsoft Teams and presented design concepts with PowerPoint, improving communication and ensuring cohesive design implementation.

Trusted Legal Document Services Inc.

GRAPHIC, WEB, & SOCIAL MEDIA DESIGNER (FREELANCE)

Woodland Hills, CA

Nov 2021 - Jun 2024

- Designed the company's distinctive logo and stationery using Adobe Illustrator and Photoshop, establishing a visual identity that resonated with clients and partners
- Built the company's website using Wix, showcasing services and improving online presence and credibility
- Created visually appealing Instagram content to increase audience engagement and brand awareness

Cher Culver PR

PR & MARKETING ASSISTANT (SEASONAL)

Los Angeles/Remote

May 2022 - Oct 2023

- Began as a PR intern in May 2022 and transitioned into a seasonal assistant role, supporting publicity efforts for independent films and talent. Assisted with press and event support for major festivals including **Dances with Films** (LA & NY) and **Slamdance** (Utah).
- Drafted and distributed press releases to national and entertainment media outlets, increasing visibility for clients and their projects. Secured interviews with influential media outlets and managed email correspondence, ensuring timely and persuasive delivery of film and talent information. Used tools like Google Docs, Google Sheets, and Cision to organize press lists, track outreach, and streamline campaign workflows.

Westlake High School Cheer Banquet

GRAPHIC DESIGNER, VIDEO EDITOR (FREELANCE)

Westlake Village, CA

Mar 2023 - Mar 2023

- Designed and produced visually captivating event brochures, table signs, and decorative posters using Adobe InDesign, contributing to a memorable and engaging atmosphere for the event.
- Demonstrated creativity and video editing expertise by creating a dynamic video montage that highlighted the cheerleading year, enhancing the event's presentation and viewer experience with Adobe Premiere Pro.

Los Angeles Greek Film Festival

BOX OFFICE, PRODUCTION ASSISTANT & SOCIAL MEDIA (SEASONAL)

Los Angeles, CA

May 2022 - Jun 2023

- Worked Box Office the entire length of the Film Festival helping with ticket sales and voting ballots.
- Demonstrated organizational acumen by escorting filmmakers and talent to various festival locations, contributing to their overall satisfaction. Actively participated in the setup and takedown of festival equipment, playing a crucial role in ensuring the successful execution of events.
- Produced captivating video and photo content for social media platforms, including conducting live Q&A sessions with directors, leading to a substantial increase in audience engagement.

Ventura County Greek Festival

GRAPHIC & WEB DESIGNER & SOCIAL MEDIA (SEASONAL)

Camarillo, CA

Jun 2016 - Oct 2021

- Collaborated with a cross-functional team to conceive and executed effective advertising campaigns for the Ventura County Greek Festival on platforms like Facebook, Instagram, Twitter, and Google, resulting in increased user engagement over multiple years

- Led a redesign of the VCGF website, which doubled website traffic compared to previous years, improving the festival's online presence and user experience. Created visually appealing Snapchat Geo-filters, banners, and logos, reinforcing the festival's branding and increasing brand visibility during the event

Education

SOUTHERN NEW HAMPSHIRE UNIVERSITY

Bachelors of Art, Graphic Design, Media Art, 3D Modeling & Animation

MOORPARK COLLEGE

Certification, Graphic Design

Digital Illustration, Design History, Design and Society, Web Design, Motion Graphics, Interactive Design, Image Editing, Design I II III, Typography

UCLA

Certification, Post Production Candidate (Currently enrolled)

Adobe After Effects for Filmmakers, The Language of Filmmaking, Adobe Premiere, Post-Production for Film and TV, Avid Media Composer, The Arts and Craft of Film Editing, Post-Production Sound for Film and TV.

Skills

Skills: Problem-solving aptitude, Team Collaboration, Attention to Detail, Creative design Layouts, Friendly, Positive Attitude, Self Motivated, Multitasking, Tech-Savvy, Problem Solving

Graphic Design: Concept Development, Motion Graphics, Design Principles, Photoshop, Illustrator, InDesign, After Effects, Adobe Creative Suite, Logo/Branding, Visual Communication, layout design, Typography, Motion Design, 3D Modeling

Film: Film Editing, Premiere Pro, AVID Media Composer, Adobe After Effects, Post Production, Sound Editing, Pro Tools

Marketing & PR: Campaign Coordination, Talent & Influencer Relations, Email Marketing

Additional Skills: Troubleshooting MAC and PC systems, Database Management, Video Production Techniques, Social Media Content Creation, Microsoft Office, Google Suites, PowerPoint, HTML, CSS.