

Melinda Thao

Graphic Designer & Illustrator

Contact

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About

Creative and detail-oriented graphic designer and illustrator with hands-on experience in Illustrator, Photoshop, Lightroom, and InDesign and other tools to craft compelling visual narratives. A dedicated attention to detail drives my commitment to continuous improvement and learning, supported by a natural aptitude for adaptability and creative problem-solving.

Skills

Graphic Design

Brand Identity

Illustration

Photography

Presentation Design

Video Editing

Education

Mt. San Antonio College

Graphic Design - Marketing Certificate

Level I Completed 2022

Level II Completed 2023

University California of Santa Cruz

Bachelor of Arts

2014 - 2018

Software Experience

Adobe Creative Suite:

Illustrator, Photoshop, InDesign, Lightroom,

Premiere Pro, After Effects

Procreate

Figma

Asana

Canva Certified

ClickUp Certified

Slack

OneDrive

Microsoft 365

SalesForce

Certified with Hootsuite

Work Experience

Junior Graphic Designer, Home Franchise Concepts

November 2023 - Present

- Created designs for digital and print, including marketing toolkits, sale sheets, product guides, event collateral, and social media content, packaging, and more while maintaining brand standards
- Collaborated cross functionally with marketing, product and sales teams to create compelling, brand-aligned designs, contributing to cohesive visual storytelling across platforms
- Managed multiple projects simultaneously, meeting tight deadlines while maintaining high attention to detail and creative quality.
- Managed project files and assets, maintaining an organized digital archive to streamline workflow and facilitate efficient collaboration within ClickUp

Product Photographer and Designer, Imprint & Impress

April 2022 - November 2023

- Proficient in using design tools such as Adobe Creative Suite to create mock ups and prototypes for product development.
- Successfully delivered designs and photographs, resulting in improved sales and customer satisfaction with several designs being top performers and best sellers.
- Edited and retouched photos using Adobe Photoshop and Lightroom to enhance visual appeal while maintaining brand identity.

Graphic Design Intern, Studio 13

August 2022 - June 2023

- Assisted in the multimedia design and production of marketing collateral, including flyers, zine, photography, social media content, and a re-branding project (new logo, style guide, PowerPoint, and flyer templates)
- Adapted and revised designs based on feedback from lead designer and clients, showcasing a willingness to learn and a commitment to producing high-quality work.
- Demonstrated strong time management skills by prioritizing tasks and meeting deadlines in a fast-paced and dynamic environment.

Graphic Design Tutor, Mt. San Antonio College

March 2022 - June 2022

- Assisted students in the Graphic Design Program at Mt. Sac with questions and help related to coursework.

Custom Art Framing Consultant, Lenz Arts

October 2019 - June 2020

- Designed and executed custom framing projects from concept to completion, ensuring precision and client satisfaction while effectively managing multiple orders to meet tight deadlines.

Conservation Assistant, Mobius

May 2019 - August 2019

- Assisted in art conservation treatments, handling, and care.

Art Instructor, The Painted Cork

May 2019 - July 2019

- Led instruction within a timely fashion among a full classroom while still maintaining a fun, relaxed environment.
- Responsible for ensuring the studio was kept in order.

Art Assistant, Frank Galuzska

June 2018 - August 2018

- Prepared canvases and paintings under the artist's direction while also maintaining a well-organized and efficient studio environment.

Eloise Pickard Smith Gallery Intern, Smith Gallery

April 2018 - July 2018

- Maintained the gallery during hours of operation from social media, phone calls, and guest interactions.
- Handled art pieces along with installing and uninstalling the show.