

# ALISON HO

hello@alisonho.net • <http://alisonho.net>

## PROFESSIONAL EXPERIENCE

### **Graphic Designer/Technical Resource Analyst**

*Stanford University, Graduate School of Business • Stanford, CA • Sept. 2015-present*

- Oversee design and production of classroom materials, ensuring that they meet a consistently branded look and feel.
- Collaborate with other designers, faculty assistants, and faculty to fully understand content and goals of materials. Advise on best and most cost efficient ways to achieve them.
- Coordinate with various print vendors, overseeing jobs through all stages of production, including estimates, invoices, and shipping.
- Evaluate existing workflows to design tools and develop new processes to streamline service.
- Establish production timelines and guide production to ensure work meets necessary deadlines.

### **Freelance Graphic Designer**

*2010-present*

- Developed proposals, concepts, and strategy to facilitate the creation of brand identities, websites, and print collateral.
- Created RFPs and managed vendors on behalf of clients.
- Brought in and managed freelance talent as needed for complex jobs.
- Worked with clients such as University of Oregon, UC Santa Barbara, Juvenile-in-Justice, Nike, Verizon, and small businesses both directly and on behalf of agencies.

### **Instructor**

*University of Oregon, Department of Art • Eugene, OR • Jul. 2013-Jul. 2015*

- Developed curriculum for the following courses: *Understanding Contemporary Media, Print Media Digital Arts, Introduction to Video Art, Digital Drawing, Interactive Digital Arts, and Digital Imaging.*

### **Senior Graphic Designer**

*University of Oregon, Department of Art • Eugene, OR • Jun. 2014-Sept. 2014*

- Worked with Department Head to market interdepartmental programs and goals across multiple channels including social media, print, and digital.
- Designed templates for large publications and managed student designers through content implementation.
- Cultivated and managed relationships with new and existing vendors.

### **Graduate Teaching Assistant**

*UC Santa Barbara • Santa Barbara, CA • Sept. 2011-Jun. 2013*

- Taught sections in both the Department of Art and the Department of Asian American Studies.

### **Web Design Intern**

*Pixel Spoke (Synotac) • Portland, OR • Jan. 2010-Jun. 2010*

- Collaborated with Creative Director to re-design PixelSpoke's website by creating development ready templates for sub-pages, drawing icons, and producing marketing materials such as white papers.

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## PROFESSIONAL EXPERIENCE

### Print Operator

*University of Oregon • Portland, OR • Sept. 2009-Jun. 2010*

- Prepared files for print.
- Operated and maintained printing equipment such as large format printers.

### Brand Design Intern

*Uffindell • London, UK • Jun. 2008-Aug. 2008*

- Provided support for the design and production teams by selecting stock imagery, researching banking institutions in London, and making physical prototypes.

## EDUCATION

### Master of Fine Arts, Art, 2013

*University of California Santa Barbara*

- Research in book arts, identity production, linguistics, and post-colonial theory.

### Bachelor of Fine Arts, Digital Arts, 2010

*University of Oregon*

- Research in communication design and print media.
- Minors: Business Administration & Community Arts

## WORKSHOPS

*Duarte Academy*

- Visual Story Workshop
- Slide Bootcamp

## SKILLS

### Software

Adobe Creative Suite, Microsoft Office, Wordpress, Drupal, Blackboard, Canvas, Keynote, Google Docs, Google Slides, Google Drive, Dropbox

### Production

Typography, Large Format Printing, Digital Photography, Vinyl, Laser Cutting, Letterpress Printing, Bookbinding, Screen Printing, Prototyping, FTP, HTML, CSS, LaTeX, Processing

## HONORS

*UC Santa Barbara*

- University of California Regents Special Fellowship, 2011-13
- Israel Levitan Graduate Fellowship, 2012

*University of Oregon*

- Center for Multicultural Academic Excellence Outstanding Faculty Mentor, 2015
- Graduated Magna Cum Laude, 2010
- Diversity Excellence Scholarship, 2009
- Dean's Non-Resident Scholarship, 2005-10