

# Jaime DiNoia

## Education

### Art Institute of Philadelphia

Bachelor of Science in Graphic Design  
Philadelphia, PA | 1997-2000  
Cumulative GPA: 3.9 | 4.0

### NYU School of Professional Studies

Integrated Marketing and  
Communications Certificate • 2012

### Adobe MAX in Miami

Adobe Certified Professional in InDesign,  
Illustrator & Photoshop • 2024

## Areas of Expertise

Graphic Design  
Brand Development  
Project Management  
Campaign Strategy  
Art Direction  
Communication  
Social Media Campaigns  
Creative Team Leadership  
Email Marketing  
Bid Proposal / RFO Design  
Presentation Design  
Bid Proposal / RFO Design  
Web Development  
Animated Graphics / Video  
Branded Storytelling  
Development  
SEO / CRM  
Website + App Wireframing  
Custom Illustration  
Logo Design  
Storyboards  
Data Analytics  
Copy Writing / Editing  
Desktop Publishing  
Community Outreach  
UX / UI Designer

## Proficient Skills

Adobe Creative Suite  
Microsoft 365 | Teams | SharePoint  
HTML | CSS | PHP | JavaScript  
Figma | Adobe After Effects  
Firstup SaaS Communication Platform  
WordPress | FinalSite | Squarespace  
Hootsuite | Weebly | Wix  
iMovie | Adobe Premiere Pro  
Monday.com | Basecamp | Asana | Slack  
WhatsApp | GroupMe | Zoom  
Constant Contact | iContact | MailChimp  
HubSpot | Greater Giving | GiveLively  
Google Suite | Google Analytics  
ProPresenter | Keynote | PowerPoint

# Marketing Design Portfolio

<https://jaimelynnndinoia.myportfolio.com>

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## Work Experience

### Woodlands Creatives

April 2012 - Present  
The Woodlands, TX

### Creative Director

Managed marketing, graphic design, web development campaigns for clients such as YES to YOUTH, HARC, The Woodlands Christian Academy, New Danville, Interfaith of The Woodlands, Habitat for Humanity, FOREA, and more.

### Quanta Services

July 2023 - June 2025  
Houston, TX

### Graphic Designer

Senior-level graphic designer responsible for branding, marketing materials, SaaS support, and large publications and training manuals for the Safety, HR and Quanta Elite departments. Presentations for executive team. High-level campaigns and RFI/RFO's for a Fortune 500 company with 60,000 employees and 300+ operating companies to support.

### Dancing Thru Life / Fred Astaire - Texas

June 2021 - June 2023  
The Woodlands, TX

### Marketing & Development Director

Rebranded the 501c3 non-profit with high-impact fundraising initiatives. Designed logo, developed website and created all marketing campaigns. Created UX/UI iOS and Android SaaS graphics.

### Boe Creative Services

July 2010 - April 2012  
The Woodlands, TX

### Creative Manager

Produced daily Houston e-Flyers. Built HTML wireframes and created custom illustrations.

### The Woodlands UMC

August 2007 - July 2010  
The Woodlands, TX

### Art Director

Managed a team of 12 creatives for in-house creative agency. Designed and managed large digital, video, media, and print campaigns.

### Insperity (formerly Administaff)

September 2006 - August 2007  
Kingwood, TX

### Senior Graphic Designer

Designed in-house corporate marketing materials and brand campaigns.

### SHOPCO U.S.A., Inc.

March 2004 - September 2006  
Houston, TX

### Marketing Coordinator

Designed print and digital materials. Built custom HTML websites with Microsoft Access databases for customers.

### Merion Publications, Inc.

September 2000 - March 2004  
King of Prussia, PA

### Graphic Designer

Designed a weekly 60-page medical magazine with cover, layout, ad designs, and created custom medical illustrations.

## Professional Awards

**2009:** Houston Gold Addy for the "Rise Easter" full-service marketing campaign for The Woodlands United Methodist Church

**2018:** Houston Silver Addy for the 2017 YES to YOUTH Gala brand campaign