

**Matthew Dimond**

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**Summary**

Skilled and detail-oriented graphic and web designer who brings both a traditional, and innovative perspective to projects. Excellent ability to work independently or as part of a team, collaborating with developers, printers, and editors to communicate an organization's goals. Passionate for efficient and carefully considered design.

**Skills**

- Photoshop
- Illustrator
- InDesign
- Dreamweaver
- Microsoft Office
- HTML
- CSS
- Hubspot
- Mailchimp
- Salesforce
- Wordpress
- Drupal

**Work History****Bentley University Office of Marketing and Communications (Freelance – Current)**

- Design and update print material including billboard ads, postcards, posters, event signage, magazine ads, magazine layouts, catalogues, journals and pamphlets
- Design, code and build emails for various marketing campaigns
- Acquire, edit and create imagery for image sliders, page headers and blog posts
- Produce digital banner ads to be used in various locations throughout the web
- Create graphics, infographics and page layouts used throughout Bentley's website

**Acquia (Freelance – Current)**

- Produce assortments of banner ads for various marketing campaigns
- Create eBooks and infosheets for guides, products and services
- Acquire stock photography and graphics that align with the Acquia brand guidelines

**MIT Community Services Office (Freelance – Current)**

- Invitation designs for Quarter Century Club events which includes both printed pieces and HTML emails
- Brochure and journal designs for the Association of MIT Retirees
- Make updates to the Community Services websites

**jpows.com / behindthebarriers.tv / jamcycling.org (Freelance)**

- Design and web development for US National Cyclocross Champion, Jeremy Power's personal website: jpows.com
- Create designs and layout for various promotional items such as postcards and t-shirts
- Created web ads and logo designs for cycling media website: behindthebarriers.tv
- Made regular updates to non-profit cycling development website: jamcycling.org

**The Ad Club — www.adclub.org (Freelance)**

- Performed updates to The Ad Club website as well as their other Wordpress sites
- Assisted with the production of HTML emails promoting various events
- Helped create and prepare imagery for use on various Ad Club sites as well as print

**Paper i — www.paper-i.com (Freelance)**

- Assisted with the design and layout for the Paper i website
- Built Paper i's site using HTML, CSS, and Javascript as well as SEO
- Uploaded and performed testing for the site to assure functionality

**Thrive in 5 Boston — www.thrivein5boston.org (School)**

- Worked in a group to re-design the website for Thrive in 5 Boston
- Assisted with coding (HTML, CSS and Javascript) and helped with Wordpress implementation
- Acted as the main contact between the client and our group of designer, developers and photographers

**Education**

Boston University Center for Digital Imaging Arts (CDIA) Waltham, MA  
Certificate in Graphic Design and Web Design, September 2010

University of Massachusetts Lowell, MA  
Mechanical Engineering, September 1997 - May 1999