



## Education

### California State University: Los Angeles

(9/2015 - 12/2018)

BA - Graphic Design/Visual Communication

### East Los Angeles College

(2/2012 - 12/2014)

AA - General Studies: Natural Sciences

AA - Social and Behavioral Sciences

## Skills

Indesign

Illustrator

Photoshop

Premiere Pro

Hubspot

Microsoft Office

## Languages

English

Spanish

## Contact

Phone

(323) 365 3264

Email

alanjigsaw@yahoo.com

# Alan Mondragon

## Marketing & Graphic Design

## Work Experience

### Keystone Community Services - Marketing & Communications Manager (10/2024 - present)

- Develop and update communications through social media, company website, and other digital platforms.
- Oversee print and paid advertising to ensure consistent branding for marketing/communications use.
- Identify growth opportunities, research, and create outreach strategies to help plan and market events.

### Crawl With Us - Lead Graphic Designer (7/2024 - 10/2024)

- Develop and maintain brand identity guidelines, ensuring consistency across all materials.
- Create compelling visual designs for marketing materials, packaging, and digital assets.
- Manage design projects, improve design processes, and workflows.

### Every Meal - Marketing Coordinator (10/2020 - 6/2024)

- Plan, execute, and track marketing programs such as email, event, and social media via Hubspot.
- Coordinate product, event, content email marketing campaigns & designing content print and digital.
- Developing & managing blogs, website and public relations efforts ensuring a consistent voice.

### KConfs - Marketing Designer (8/2019 - 10/2020)

- Content Design, Spreadsheet Maintenance, Media & Video Production, Customer Service.
- Wordpress site Design, Graphic Design, Social Media Maintenance via HootSuite.
- Follow-Up Calls/Emails, Website Updates and Written Content.

### Pacas Y Paletas USA - Sales and Marketing Associate (4/2019 - 6/2019)

- Social Media Ad Creation Photo/Video, Follow Up messages/phone calls, cold calls.
- Website Updates, Mass Emailing Mailchimp/SendinBlue, Data Capture on Google Sheets.
- Sales, PR Event Plannings/Promotions, Blog Posts/Wordpress.

### Inventory - Social Media Content Production Intern (8/2018 - 9/2018)

- Help execute social media strategy and campaigns for new initiatives and products.
- Manage studio product photography, photography content, product video content creation.
- Contribute to brand development, visual marketing collateral including print and digital.

## LinkedIn

[www.linkedin.com/in/alan-mondragon-5bb43357/](https://www.linkedin.com/in/alan-mondragon-5bb43357/)

## Website

[www.alanjigsaw.com](http://www.alanjigsaw.com)

## Facebook

[www.facebook.com/alan.m.dragon](https://www.facebook.com/alan.m.dragon)