



# DANETTE BLACKWELL

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## GRAPHIC DESIGNER & PRODUCTION ARTIST

### CONTACT



(651) 338-1127



dlblackwell25@gmail.com



Wyoming, MN

### EDUCATION

#### Bachelor of Science in Design & Visual Communications

Brown College • Mendota Heights, MN  
2010 - 2013

#### College of Liberal Arts

University of MN • Minneapolis, MN  
2008 - 2010

### SKILLS

- Adobe Photoshop, Indesign, Illustrator, Acrobat Pro
- Digital Printing / Pre-Production
- Illustration
- Microsoft Office
- MAC OSX, Windows

### WORK EXPERIENCE

#### Freelance Graphic Designer

Milly's Bakery • Remote

August 2021 - Present

- Main projects include creating vector graphics for cakes. Have also created menus, labels, and window graphics for client.

#### Freelance Graphic Designer

Ebenezer Fellowship SDA Church • Remote

Feb 2021 - Sep 2021

- Created various marketing materials for both digital and print purposes. Main assignments were creating flyers detailing meetings and events to be shared through email and on social media.

#### Store Lead Consultant

Fedex Office • West St. Paul, MN

July 2014 - Aug 2021

- Provided customer service expertise in printing, signs and graphics, and shipping product lines by using consultation skills in order to anticipate customer needs and find the best solutions.
- Took complex customer orders using ordering systems and provided accurate pricing information. Consulted with bid center to win large print orders. Worked with offsite vendors to provide customers with alternative pricing and print solutions.
- Used Adobe Creative Suite to create and prepare business cards, flyers, banners, etc for print.
- Provided customers with Fedex shipping solutions, including the packaging and processing of shipments.
- Other general duties included training new team members, ordering production and shipping supplies for store, assisting customers with self-service machines, and maintaining a clean work and retail environment.

#### Shift Supervisor

Subway • West St. Paul, MN

June 2009 - Sept 2014

- Performed general food service tasks including customer service interactions, food prep, and cleaning duties.



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## PROFESSIONAL REFERENCES

### **Alicia LaManna, Former Manager**

Fedex Office • Store Manager

*Alicia was originally my assistant manager and eventually became my store manager throughout the 7 years we worked together at Fedex Office.*

- Phone: (651) 450-7000
  - Email: alicia.lamanna@fedex.com
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### **Milly Anderson, Freelance Client**

Milly's Bakery • Owner

*I frequently help Milly with graphics she needs printed for her cakes. I also have created labels, menus, and window graphics for her.*

- Phone: (651) 795-8562
  - Email: millysbakerycakes@gmail.com
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### **Linda Womack, Freelance Client**

Ebenzer Fellowship SDA Church • Church Elder

*I have worked with Linda throughout the years to produce flyers and other marketing materials for her church.*

- Phone: (612) 701-5389
  - Email: lindawomack834@gmail.com
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### **Timothy G. Galarnyk, Freelance Client**

Custom Risk Management, Inc • CEO

*I have helped Tim with various design projects throughout the years, including logo, flyer, and banner creation.*

- Phone: 612-366-1904
- Email: timothy@conrskmgmt.com

To Whom It May Concern,

Danette Blackwell is an outstanding employee that I have had the honor to work with for over 6 years at FedEx Office. She goes above and beyond for not only customer service, but her team as well. Danette's passion to help people put their thoughts and ideas into reality is truly phenomenal. Her keen eye for detail makes her shine above all others.

Danette's creativity to help people fulfill their needs is one of the main reasons people come back specifically for her. She thinks outside the box, puts thoughts onto paper and digitally makes it happen. When we have projects, she is our main creator of our document creation. Danette has created flyers, banners, pocket cards, business cards, and even personal logos! Her active listening skills, attention to detail and understanding what the customer is asking for is truly what makes her unique.

Another quality of Danette's is the compassion she has for her team. She has done a tremendous amount of training her peers with patience. Not only to teach them how to create files; but also ordering for the center, proper procedures for certain tasks and delegation for time management. Danette takes the time to explain the process and why it needs to happen in a particular way. It helps her peers get a better understanding of what they are trying to accomplish. Her accountability and willingness to be flexible with her schedule to help her team is another great quality of Danette's.

Under pressure, Danette stays calm. She gathers all the information and prioritizes the tasks that needs to be done. Danette has no problem adjusting to stressful situations and changes that occur throughout the day.

Again, it has been my pleasure to be her manager and watch her grow day to day. If there are any questions that you have, feel free to reach out.

Thank you,

Alicia LaManna  
651.450.7000

Store Manager