

B R I A R T U R N E R

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portfolio: www.briarturner.com.au/portfolio

OVERVIEW

Highly creative and enthusiastic graphic designer with experience working as an in-house designer in the corporate sector, and as a freelancer for my own business.

I am a highly organised, bubbly person with an eagerness to learn and excel.

SKILLS

High computer literacy and Mac experience.

Advanced knowledge of Adobe Creative Suite software including:
Photoshop, Illustrator, InDesign, Premiere Pro, Acrobat, Dreamweaver and Audition.

Advanced knowledge of Microsoft software including:
Word, Outlook, Publisher, Excel, PowerPoint, SharePoint, Teams and OneNote.

Experience creating social media posts and EDMs for business.

Experience maintaining *WordPress, Joomla! Drupal and Wix* websites.

Experience using *Hootsuite, Asana, Campaign Monitor, Sprout social, iSentia, Meltwater, Eventbrite, Priava and Exclaimer.*

Excellent written and verbal communication skills.

High attention to detail.

Excellent project management and organisational skills.

Happy to work autonomously and as part of a team.

EDUCATION

Bachelor of Arts in Graphic Design, Murdoch University, December 2018, with a distinction average.

Bunbury Cathedral Grammar School 2007 - 2011.

AWARDS

WA Parks and Leisure Excellence Awards 2022 - Best Use of Technology awarded to: naveze and Botanic Gardens & Parks Authority for Putting Sport & Recreation Visitors on the Map

National Parks and Leisure Excellence Awards 2022 - Best Use of Technology awarded to: naveze and Botanic Gardens & Parks Authority, WA for Putting Sport & Recreation Visitors on the Map

Both awarded to the Kings Park digital map project that I was instrumental in completing. View the map [here](#).

EXTRACURRICULAR

Completed a fourteen week internship at Parklife Group as part of the final year of my Graphic Design degree, where I worked on a Youth Magazine Project with two other interns.

Held key role, with multiple responsibilities, in a service design project I completed with other final year design students from July to December 2018.

Volunteered on the Friends of Kings Park Events Sub-Committee from 2020 - 2023.

Currently running two businesses in my spare time; my Freelance Graphic Design business - [Briar - Graphic Design](#) - as well as my clay earring business - [Wild Carrot Earrings](#).

EXPERIENCE

BOTANIC GARDENS AND PARKS AUTHORITY - KINGS PARK

October 2021 - Present

Digital Communications Officer (Lvl 2), promoted to Senior Digital Communications Officer (Lvl 3) June 2022

Duties:

Website maintenance, social media monitoring, content and scheduling, EDM creation and scheduling, design of advertisements and strategy documents, knowledge of State Government brand guidelines and style guide, photography, new website design and functionality, maintain business profiles on Google and other external websites, and coordination of print jobs.

MASTER BUILDERS' ASSOCIATION OF WESTERN AUSTRALIA

August 2020 - June 2021

Junior Graphic Designer, promoted to Design Coordinator Feb 2021

Duties:

Website maintenance, social media imagery, content and scheduling, EDM creation and scheduling, design of all documents, design of all events and awards assets, advanced knowledge of brand guidelines, monitor use of MBAWA logos by members, and coordination of all print jobs.

BRIAR - GRAPHIC DESIGN

February 2019 - Present

Freelance Graphic Designer

Duties:

Designing for print and digital mediums, content creation, website maintenance, maintaining client relationships, self-promoting, accurate quoting and invoicing, upskilling to stay relevant and expand on the services I can offer

KINGS PARK BOOKINGS OFFICE

April 2020 - August 2020

Bookings Officer (casual)

Duties:

Customer service, sound knowledge of park regulations, creating, confirming and refunding bookings, event management skills; not overloading facilities, and responding to all client queries in a timely manner.

ASPECTS OF KINGS PARK

October 2019 - August 2020

Sales Assistant (casual)

Duties:

Ran and updated the online shop during COVID-19 closure, customer service, restocking shelves, gift wrapping, tourist information, safe manual handling and visual merchandising.

BED BATH N TABLE

April 2019 - July 2019

Sales Assistant (casual)

Duties:

Customer service, work to KPIs, working knowledge of interior design trends, safe manual handling, and attention to detail.

PARKLIFE GROUP

July 2018 - December 2018

Graphic Design Intern

Experience gained:

Worked on a youth magazine project with two other interns, collaborated with others in company, sought magazine advertisement interest from like-minded brands, layout and print design experience, graphic, illustration and pattern design experience.

RUGS A MILLION

March 2014 - Feb 2019

Sales Assistant (casual)

Duties :

Working knowledge of rug sizes and fibres, provide great customer service, safe manual handling, work for a small commission and to sales targets, process pays and petty cash documentation, and train new employees.

REFERENCES

Current employment:

Botanic Gardens and Parks Authority - Kings Park

Scott Heffernan (manager) - ph: 0478 633 305

Past employment:

Master Builders' Association of Western Australia

Kelly Dewar-Matusik (previous manager) - ph: 0404 054 360

Industry reference:


Stephen Migro, Optima Press - ph: 0409 290 455


Murdoch University:

Erica Mason, Lecturer - ph: 08 9360 2915

Personal:

Gillian Hill, family friend - ph: 0448 241 738

 www.linkedin.com/in/briar--turner

 [@briar_graphicdesign](https://www.instagram.com/briar_graphicdesign)

 www.briarturner.com