

MICHELLE TAN

Graphic Designer

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(925) 436 6759

EDUCATION

Rhode Island School of Design

BFA Illustration

2020-2024

SKILLS

Graphic Design

Presentation Design

Typography

Motion Design

Brand Design

3D Rendering

Video/Photo Editing

Illustration

PROGRAMS

Adobe Creative Suite (InDesign, Illustrator, Photoshop, After Effects)

Microsoft Suite (PowerPoint, Outlook, Excel, Word)

Google Slides

Figma

Canva

Blender

EXPERIENCE

Design Intern

NFI

June 2026 - Present

- Formatted and updated Google Slides and PowerPoint decks for client-facing and internal use, applying NFI brand standards.
- Incorporated feedback from Marketing and Operations teams to make iterative edits across multiple presentations.
- Cleaned up charts and data tables to support clear communication of complex logistics content.

Freelance Graphic Designer

MyNeatopia

May 2025 - Present

- Designed digital content aligned with brand identity, tailoring visuals to support neurodiverse consumer engagement.
- Conducted trend analysis and competitive research to guide visual direction and ensure high-quality execution across social media.
- Managed content calendars and digital assets, ensuring consistent delivery.

Freelance Illustrator

Matthew Keefer

June 2023 - September 2023

- Researched market trends and genre-specific visual styles to guide design decisions.
- Delivered files meeting publishing specifications and collaborated with the author on revisions.