

Emily Keane

Graphic Designer & Baker

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www.linkedin.com/in/emily-keane

Education

Advertising & Graphic Design

Humber College

2020-2022

Completed 22 courses
towards diploma

History & International Development

University of Guelph

2012-2017

Certification

UX Design Certificate

BrainStation

2023

Key Skills

Graphic Design

UX Design

Social Media
Management

Video Editing

Research

Cake Decorating

Software Skills

Adobe Creative Suite

Figma

Microsoft Office

Google Suite

Professional Profile

Highly motivated creative graphic designer with a unique talent for applying design principles to cake and cookie decorating. Experienced in creating visually compelling designs for digital, print and edible media.

Work Experience

Communications Coordinator

The Firelight Group | Toronto, ON | 2022-Present

- Design promotional materials for social media, conferences, and advertisements
- Manage the organization's internal communications and intranet materials
- Support event coordination and creation of all graphics for the Indigenous Mapping Workshop

Baker & Owner

Eagar & Keane Baking Co. | Mississauga, ON | 2019-Present

- Design and create bespoke cakes, cookies, and cupcakes for clients based on their event themes
- Utilize Instagram as a marketing and portfolio tool to showcase cake and cookie design styles
- Manage client communication, client experience and invoicing

Executive Assistant

WE Charity | Toronto, ON | 2018-2020

- Managed schedules and internal communications for the Technology team
- Completed research and user testing for the WE Schools Portal for educators across North America and the United Kingdom
- Researched current issues within the charity and educational sectors for meetings with external partners

Marketing Intern

Aid & International Development Forum | London, UK | 2017

- Researched current issues in the development sector and created content for the organization's website, social media accounts, and monthly email newsletter to engage subscribers
- Updated customer relationship management (CRM) software to maintain records for marketing campaigns