

# Dana Toff

Graphic Designer and Illustrator

## Education

BFA: Graphic Design: Print  
Robert Busch School of Design, Kean University  
Union, NJ  
Fall 2015

AAS: Illustration  
Mercer County Community College  
West Windsor, NJ  
Spring 2013

AAS: Advertising and Graphic Design  
Mercer County Community College  
West Windsor, NJ  
Fall 2012

## Design Skills

Promotional Design  
Advertising Concepts and Design  
Branding and Identity Design  
Hand Lettering  
Illustration

## Technology Skills

Adobe Illustrator  
Adobe InDesign  
Adobe Photoshop  
Adobe Muse  
Microsoft Word  
Microsoft PowerPoint  
Hootsuite  
iContact Pro

## Work Experience

2016 - Present  
Graphic Designer / Social Media Manager,  
MGems Graphics and Printing LLC,  
Kendall Park, NJ

2016 - 2016  
Social Media Marketing Intern,  
MGems Graphics and Printing LLC,  
Kendall Park, NJ

2012 - Present  
Office Manager, Windsor Car Wash,  
East Windsor, NJ

2008 - Present  
Assistant Inspector, Toff's Pool  
Inspections, Kendall Park, NJ

## Extracurricular

Fall 2010 - Spring 2012  
Graphic Design Club Member  
Fall 2011 - Spring 2012 - Club  
President

Fall 2011 - Spring 2012  
Leadership Education and  
Development Member

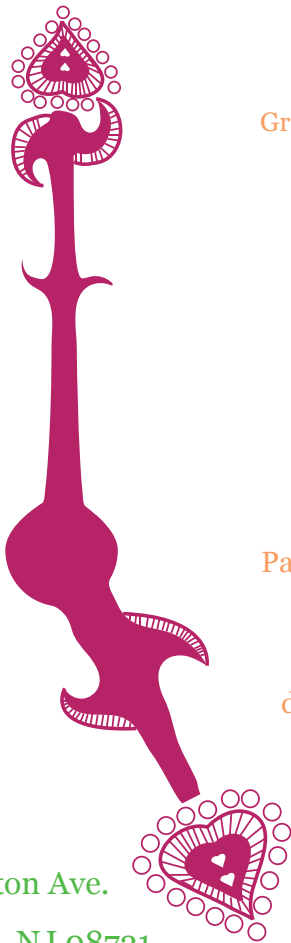
Participated in Robert Busch School of  
Design's Let's Charrette, 2014, 2015  
Part of the winning team Spring  
2014, contributed a layout and  
design for a mobile application for  
the design topic of that year

Fall 2011 - Spring 2012  
Student Government Association  
Member

## Honors and Awards

Deans List, Mercer County Community College, 4 semesters, 2010-2012  
Participated in Mercer County Community College's Gallery Student Art  
Exhibition, 2012

Certificate of Completion for the L.E.A.D. Program, 2012  
Who's Who Among Students in American Universities & Colleges, 2012  
Above & Beyond, 2012



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