





YOLANDA DE CASTRO

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 Sunbury-on-Thames

 decastrodesign.com

I'm an enthusiastic and organised individual with a passion for visual storytelling and a strong foundation in design principles. Being highly meticulous, I'm all about those little details that make designs pop, and I'm committed to delivering polished and impactful design solutions.

WORK EXPERIENCES

01

2022 - Present

GRAPHIC DESIGN TECHNICIAN

The Sixth Form College Farnborough

- Marketing the annual art exhibition, bringing in 500+ visitors. Showcased student artwork and coordinated and liaised with various colleagues.
- Managing the department's social media, uploading student work to engage prospective students.
- Leading a student enrichment group to work on creative briefs from internal and external clients.
- Conducting student workshops, enhancing their technical abilities in Adobe software.
- Providing tailored 1-2-1 mentoring.
- Maintaining design equipment and inducting students to ensure safe operation whilst unsupervised.

2021 - 2022

EXECUTIVE OFFICE MARKETING ASSISTANT

The Sixth Form College Farnborough

- Successfully assisted in the production of the annual college prospectus, recruiting ca. 2000 new students.
- Created engaging posts and managed the college's brand presence on social media platforms.
- Produced creative designs for marketing campaigns e.g. billboards, which were seen by the general public.
- Developed creative assets such as graphics, presentations, and promotional marketing materials.
- Copywriting for external marketing campaigns, and proof reading documents for internal college use.
- Assisted in the planning and coordination of various college events e.g. Open Days.
- Communicated through various channels with clients, partner schools and numerous stakeholders.
- Managed the Principal's Google Calendar and organised SLT meetings.

2021

STORAGE ADMINISTRATOR

Loomis International, Shepperton

- Handled administrative tasks for valuable items with precision, and communicated with essential clients via email and telephone.

2018 - 2021

CUSTOMER ADVISOR

Boots, Walton-on-Thames

- Handled retail store operations and communicated with customers, partner stores and other stakeholders.

EDUCATION

02

University of Southampton - Winchester

September 2015 - June 2018

BA (HONS) GRAPHIC ARTS

Peter Symonds College - Winchester

September 2013 - July 2015

3 A LEVELS / 1 AS LEVEL

SKILLS

03

Organisation

Teamwork

Communication

Creativity

Customer Service

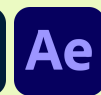
Adaptability

Time Management

Problem-solving

SOFTWARE/SYSTEMS

04



INTERESTS

05



Gym



Movies & TV



Travel